



Town of Arlington Board of Selectmen

Meeting Agenda

April 27, 2015

6:30 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. Vote: To Approve the Issuance of a \$200,000 Sewer Bond of the Town to the MWRA and to Take all Necessary Action in Connection Therewith
Stephen J. Gilligan, Town Treasurer
2. Request: Public Entertainment License
Common Ground of Arlington, 319 Broadway, Bob O'Guin

FOR APPROVAL

3. Letter to Mass Housing Partnership RE: 20 Westminster Avenue

CONSENT AGENDA

4. Minutes of Meeting: March 30, 2015
5. For Approval: Unified Relay Across America, May 28, 2015
Joshua Lee, Tour Operations Manager

PUBLIC HEARINGS

6. National Grid Petition/Foxmeadow Lane
Dennis Regan, Permit Representative
(all abutters notified)
7. National Grid Petition/Prescott Street
Dennis Regan, Permit Representative
(all abutters notified)
8. Comcast Petition/635 Massachusetts Avenue to #2 Water Street
Dennis Lawhorne, Project Manager, E B Rotondi & Sons
(all abutters notified)

LICENSES & PERMITS

9. Request: Food Vendor License
Fenway Market, 203 Broadway, Samir Shaikh
10. Hearing: Report of Underage Alcohol Sales
a) Menotomy Beer & Wine, Inc.
80 Broadway, Mary Parent, Manager

b) Sagar Restaurant Corp., d/b/a Punjabi Tadka
444 Massachusetts Ave., Anil Kumar, Manager

TRAFFIC RULES & ORDERS / OTHER BUSINESS

11. For Approval: Ice Cream Fundraiser for Dana Farber Cancer Institute, Jefferson Cutter House Lawn, May 16, 2015, 12:00 p.m. - 4:00 p.m.
Shivam Rastogi, The AHS Gives Committee and Biology Club
12. For Discussion: Article 33 - Arlington Human Rights Commission
Adam W. Chapdelaine, Town Manager
13. For Discussion: Resolution - Mugar Property
Adam W. Chapdelaine, Town Manager
14. For Receipt: Amended Comptroller Position Description
Adam W. Chapdelaine, Town Manager

CORRESPONDENCE RECEIVED

Symmes Fund Reporting

Peter Fuller, 7 Kilsythe Road - Be Rec'd

Response to Request for Four-Way Stop at Intersection of Oakland Avenue, Gray Street and Cliff Street

Howard Muise, Chairman, Transportation Advisory Committee

Response to Request to Review Proposed Renovations to Spy Pond Tennis Courts

Howard Muise, Chairman, Transportation Advisory Committee

Safety on Massachusetts Avenue

Bob Linton, 19 Churchill Avenue - Be Rec'd

Stratton School Relocation Plan

Neva Corbo-Hudak, 100 Overlook Road - Be Rec'd

NEW BUSINESS

EXECUTIVE SESSION

During Town Meeting which commences April 27, 2015, The Board of Selectmen will be in session from 8:00 p.m. until 11: p.m.

Next Scheduled Meeting of BoS May 11, 2015



Town of Arlington, Massachusetts

Vote: To Approve the Issuance of a \$200,000 Sewer Bond of the Town to the MWRA and to Take all Necessary Action in Connection Therewith

Summary:

Stephen J. Gilligan, Town Treasurer

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Memo from Town Treasurer



Office of the Treasurer & Collector of Taxes

*Town of Arlington, Massachusetts
730 Massachusetts Avenue
Arlington, MA 02476*

*Telephone Number: 781-316-3031
Facsimile Telephone: 781-316-3039*

Stephen J. Gilligan
Treasurer & Collector of Taxes

COPY

MEMORANDUM

To: Board of Selectmen:
Mr. Kevin F. Greeley, Chairman
Ms. Diane M. Mahon, Vice Chairman
Mr. Daniel J. Dunn
Mr. Stephen Byrne
Mr. Joseph Curro

Cc: Adam W. Chapdelaine, Town Manager

From: Stephen J. Gilligan, Treasurer & Collector of Taxes *Stephen J. Gilligan*

Date: April 27, 2015

Re: Request – Vote of the Board – Authorize M.W.R.A Sewer Bond Of \$200,000

This memorandum serves to request a vote of the Board of Selectmen to authorize the issuance of \$200,000 for construction/reconstruction of Water Facilities as voted under Article 33 of the 2014 Annual Town Meeting. This vote is requested for the April 27, 2015 meeting of the Board.

Enclosed please find the form of the vote, as provided by bond counsel, and the bond certificates for signature by the Board of Selectmen, to authorize the issuance of these bonds.

Thank you for your consideration.

I, the Clerk of the Board of Selectmen of the Town of Arlington, Massachusetts, certify that at a meeting of the board held April 27, 2015, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$200,000 Sewer Bond of the Town dated May 18, 2015, to the Massachusetts Water Resources Authority (the "Authority"), as recommended by the Town Treasurer, is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on May 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2016	\$20,000	2021	\$20,000
2017	20,000	2022	20,000
2018	20,000	2023	20,000
2019	20,000	2024	20,000
2020	20,000	2025	20,000

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: April 27, 2015

Clerk of the Board of Selectmen



Town of Arlington, Massachusetts

Request: Public Entertainment License

Summary:

Common Ground of Arlington, 319 Broadway, Bob O'Guin

ATTACHMENTS:

Type	Description
 Reference Material	Inspection Report with application

LICENSE APPLICATION REPORT

Type of License Public Entertainment

Name of Applicant: Bob O'Guin d/b/a Common Ground of Arlington

Address: 319 Broadway

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire x
- Health x
- Building x
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire
- Health
- Building
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

NOTE: PLEASE REFER TO THE ARB REPORT PG. 7, 4. (b.)
FOR SPECIAL CONDITIONS.

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, April 22, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 319 Broadway
Applicant's Name: Bob O'Guin
D/B/A: Common Ground
Telephone: 781 728-0060
Department: Sent via Email Date: 3/27/15

MEETING DATE: APRIL 27, 2015

RE: PUBLIC ENTERTAINMENT

Inspected by:

Police
Fire
Board of Health
Building
Planning

Comments:

From: "Ed DeFrancisco" <EDeFrancisco@town.arlington.ma.us>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: 04/01/2015 10:38 AM
Subject: Re: Inspection Requests -Common Ground

Hi MaryAnn, as for the outside seating/public entertainment we don't need to do an inspection. I think that probably more for the other departments. If it's the same owner then we are all set on our end.

Thanks
Ted

Applicant Section:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: 

Date: 4/23/15

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **Wednesday, April 22, 2015**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 319 Broadway
Applicant's Name: Bob O'Guinn
D/B/A: Common Ground
Telephone: 781 728-0060
Department: Sent Interoffice Mail & E-mail
Date: 3/27/15

Meeting Date: April 27, 2015
Departments:

RE: PUBLIC ENTERTAINMENT
Board of Health
Building
Planning
Police
Fire

Comments by each Division or Department: *No concerns remaining.*

De Long

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: *[Signature]*

Date: *4/23/15*

Fire Report Information

Page 1 of 1

From: "John D. Leone" <john@leonelaw.com>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: 03/31/2015 11:56 AM
Subject: Inspection Requests -Common Ground

Hi just spoke to Bob, acoustic and Jazz on the inside only. No rock and roll. The sound system is set up shut that if the fire alarm system or the Ansel system go off all the plugs are cut off the sound goes down and the house lights go up.

John D. Leone, Esq.

Page 1 of 1

From: "John D. Leone" <john@leonelaw.com>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: 03/31/2015 11:39 AM
Subject: RE: Re: Inspection Requests -Common Ground

Hi Maryann, I put a request into Bob, but as he told the ARB it will be unamplified music, and that sort of thing.

John D. Leone, Esq.

-----Original Message-----

From: "John Kelly (Fire Dept)" <JKelly@town.arlington.ma.us>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: Mon, 30 Mar 2015 16:31:04 -0400
Subject: Re: Inspection Requests -Common Ground

MaryAnn

My only concerns would be with the Entertainment section. Can I get more info as to what type of entertainment would be provided? My concern is that it would be something loud enough to make the Fire Alarm system less effective. If it was to be something loud then there would have to be a cutout when the Fire Alarm System activates.

Let me know if you have any questions.

Thank You

Deputy Chief John R Kelly
Arlington Fire Dept.
Operations Division
781-316-3803



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Selectment
From: Natasha Waden, Health Compliance Officer
Date: April 23, 2015
RE: Board of Health Comments for Selectmen's Meeting on April 27, 2015:

Please accept the following as comments from the Office of the Board of Health:

Common Ground- 319 Broadway
Entertainment License

- The Health Department has no comments at this time.

Applicant Section:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, April 22, 2015

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 319 Broadway
Applicant's Name: Bob O'Guin
D/B/A: Common Ground
Telephone: 781 728-0060
Department: Sent via Email

Date: 3/27/15

MEETING DATE: APRIL 27, 2015

RE: PUBLIC ENTERTAINMENT

Inspected by:

Police
Fire
Board of Health
Building
Planning

Comments:

The Building Inspector has no objection to the issuance of this Public Entertainment license.

Applicant Section:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by Wednesday **April 22, 2015**

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 319 Broadway
Applicant's Name: Bob O'Guin
D/B/A: Common Ground
Telephone: 781-728-0060
Department: Sent Interoffice Mail & E-mail

Date: 3/27/2015
April 17, 2015

MEETING DATE: April 27, 2015

Departments:

RE: PUBLIC ENTERTAINMENT

Police
Fire
Board of Health
Building
Planning - Ted Fields, 4.17.2015

Comments by each Division or Department:

The existing restaurant on this site sells gastropub cuisine for consumption on and off-premises. There is seating for 124 patrons with no assigned on-street parking. It is a medium-sized enterprise serving pedestrians in Arlington Center and surrounding residential neighborhoods (zone B3). The applicant wishes to install three indoor areas for public entertainment. One of these areas is in the middle of the restaurant, the other two are in the rear of the facility, in the public function area. The location of these entertainment areas will minimize noise impacts to Broadway Plaza, the nearest public way to the restaurant. Public entertainment is appropriate for this setting as the applicant's restaurant is situated in the midst of a relatively dense, active commercial district surrounded by neighboring businesses. Approval of the applicant's public entertainment proposal will add vitality to applicant's business as well as the adjacent public spaces and surrounding commercial block with minimal noise impacts.

The Department of Planning and Community Development has no objection to the issuance of the Public Entertainment license for the applicant at the location in question.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: 
Date: 4/23/15

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

**The License applied for, if Granted, cannot be Sold, Transferred or
Surrendered without the authority of the Board of Selectmen.**

PUBLIC ENTERTAINMENT APPLICATION

Fee: \$50.00

March 23, 2014

Date

To the Board of Selectmen:

The undersigned hereby make application for a
PUBLIC ENTERTAINMENT

Name: Bob O'Guin, Jr.

Company: Blog Corp., d/b/a Common Ground

Address: 319 Broadway, Arlington, MA. 02474

A handwritten signature in blue ink, appearing to read "Bob O'Guin, Jr.", written over a horizontal line.

SIGNATURE

*RESIDENCE
(Street and Number)*

Bob O'Guin, Jr.

PRINT NAME

14 Hillside Terrace, Newton, MA. 02465

SIGNATURE

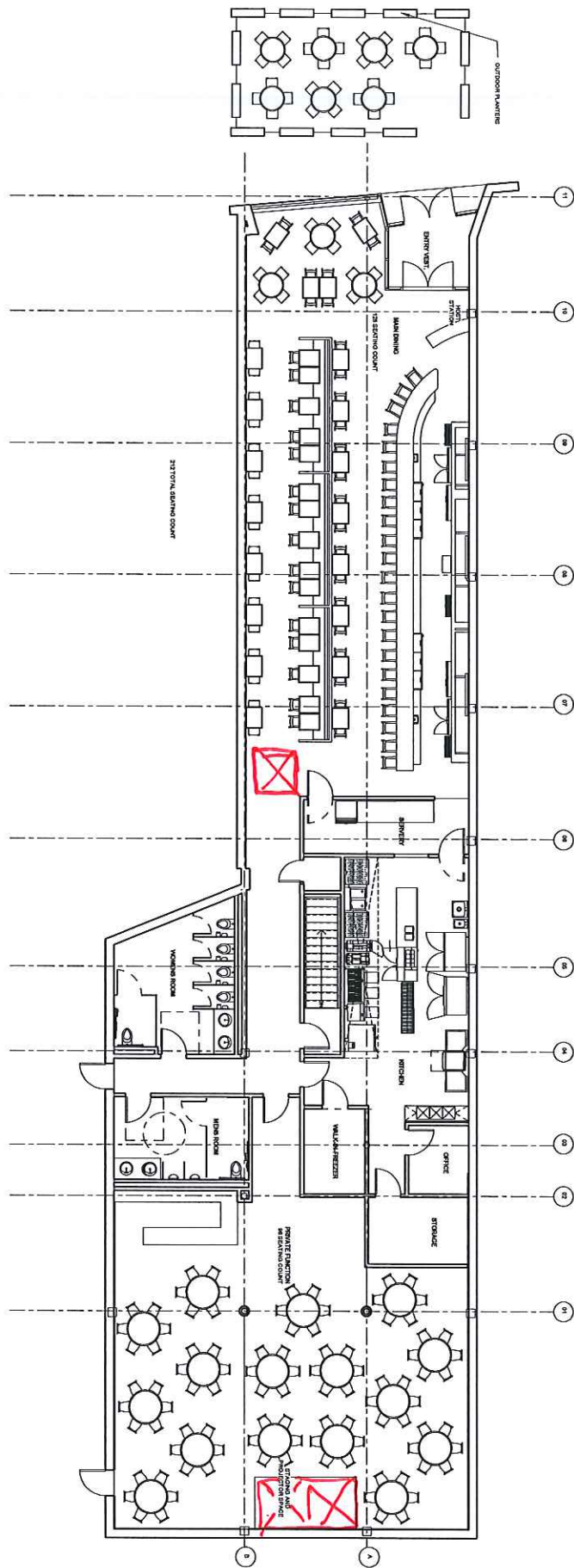
617-797-9248

TELEPHONE NUMBER

Country of
birth U.S.A.

PLEASE ATTACH A LAYOUT OF WHERE THE ENTERTAINMENT WILL BE LOCATED ON PREMISE

ENLARGED PLAN



☒ — Entertainment area.



2013 00197649
Bk: 62605 Pg: 63 Doc: DECIS
Page: 1 of 9 09/10/2013 09:56 AM



TOWN CLERK'S OFFICE
ARLINGTON, MA 02139

2013 AUG 29 AM 10:04

RECEIVED

ARLINGTON REDEVELOPMENT BOARD

Arlington, Massachusetts
Middlesex, ss

DOCKET NO. 2911

REQUEST TO RE-OPEN SPECIAL PERMIT
Subject to
ENVIRONMENTAL DESIGN REVIEW

Applicant

Date of Hearing July 29, 2013, August 19, 2013

Date of Decision August 20, 2013

Date of Filing August 29, 2013

Members

Approved

Christine M. Sciprighi
Andrew B. Hunt
[Signature]

Opposed

Town Clerk's Certification

Leone & Leone
Attorneys At Law
637 Massachusetts Avenue
Arlington, MA 02476



ARLINGTON REDEVELOPMENT BOARD

TOWN HALL ARLINGTON, MASSACHUSETTS 02476

TELEPHONE 781-316-3090

DECISION OF THE BOARD

EDR Docket #, 319 Broadway
August 20, 2013

This decision applies to the application to re-open a Special Permit filed by Attorney John Leone for Bob O'Guin, proprietor of the Common Ground restaurant, 87 Harvard Avenue, Allston, MA 02134, for the restaurant space at 319 Broadway owned by Triton Realty Trust, Boston, MA for a full-service, 106-seat restaurant and 90-seat function room with seasonal outdoor seating in Broadway Plaza. The EDR Special Permit was originally issued to Au Bon Pain in 1994.

Subsequently, Krazy Karry's restaurant operated in the space, and most recently, the Gemma restaurant operated at this address. The request to re-open the Special Permit is necessitated by the applicant's request to increase the number of required parking spaces that the original Special Permit allows to be met in Town parking lots under Section 8.11 of the Arlington Zoning Bylaw. This increase is triggered by the additional seating proposed beyond the original 80 seats inside and 20 seats outside granted by the Special Permit to Au Bon Pain. * deed: 20673-426

The zoning bylaw requires one parking space per four seats; outdoor seasonal seating is not subject to parking requirements. The proposed interior seating in the two combined spaces is 196 seats, yielding a requirement for 49 parking spaces, of which 20 are already allowed by the original Special Permit to be met on Town parking lots. The request is to allow the required 29 additional parking spaces to be met using Town lots.

The hearing opened on July 29, 2013 and was continued to August 19, 2013. The Board took public comments at the July 29, 2013 meeting and closed public comment on that date, while continuing to consider written comments through August 19.

Materials considered by the Board in rendering this Decision:

July 12, 2013 Plan Sheet A200, Connor Architecture

July 12, 2013 Plan Sheet A300, wall specifications, Connor Architecture

July 23, 2013 letter to the Board from abutters A. Michael Ruderman and Susan C. Ruderman

July 25, 2013 letter to Board Chair Michael J. Cayer from abutter Kathleen Morris

July 26, 2013 Page 2 of corrected letter, Attorney Robert Annese

July 26, 2013 Memorandum to the Redevelopment Board, Attorney Robert Annese for Bob Mirak

July 26, 2013, email to the Board from abutter Kenneth Putney

July 29, 2013 letter to the Board from Arlington resident Jay Anderson

July 29, 2013 letter to the Board from Alana Olsen, Executive Director, Allston Village

August 1, 2013 letter to the Board, Attorney Robert Annese
August 19, 2013 undated email to the Board, Michael Ginns
August 14, 2013, email message to the Director of Planning & Community Development for the Board, Julie and Bob Kalustian
August 15, 2013, email message to the Director of Planning & Community Development for the Board, Corrinne Vercillo, Roger Hickey
August 19, 2013 Plan Sheet A700, Connor Architecture
August 19, 2013, Parking Mitigation Plan, Bob D. O'Guin, Jr. / Common Ground Arlington
May 20, 2013 Memorandum to the Board of Selectmen, Arlington Transportation Advisory Committee
August 15, 2013 Parking Assessment, Howard Stein Hudson

FINDINGS OF THE BOARD

Section 6.08 The alteration or addition is in harmony with other structures and uses in the vicinity. In making its determination, the Special Permit Granting Authority shall assess, among other relevant facts, the dimensions and setbacks of the proposed alteration or addition in relation to abutting structures and uses and determine its conformity to the purposes set forth in Article 1, Section 1.03, of the Zoning Bylaw.

The Board finds the proposal is in harmony with other structures and uses in the vicinity.

Section 10.11a-1 The uses requested are listed in the Table of Use Regulations as a Special Permit use in the district for which application is made or is so designated elsewhere in this Bylaw.

The use, restaurant over 2,000 square feet is allowed by Special Permit. The Board finds that Standard 10.11a-1 of the bylaw has been met.

Section 10.11a-2 The requested use is essential or desirable to the public convenience or welfare.

The use as a restaurant/pub and the addition of a special event function room in Arlington Center are desirable to reoccupy the vacant business space, and to serve a menu not otherwise offered. The business will be open from 11:00am to 12:00 midnight, which hours may help to serve theatre patrons and keep their business in Arlington. The Board finds this standard is met.

Section 10.11a-3 The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.

The prior restaurants at this location, Gemma and Krazy Karry's, appear to have operated restaurants with 80 interior seats and seasonal outdoor seating without causing undue traffic congestion. The applicant presented a plan to mitigate automobile transportation by employees and parking demand of both customers and employees. The Board's approval was granted contingent on that Mitigation Plan being implemented, and it is incorporated into this Decision.

Broadway Plaza is designed for pedestrian use and currently supports two restaurants and a café, with many additional restaurants operating in the vicinity in Arlington Center. The prior restaurant had a permit for outdoor seating for 5 tables, which did not affect pedestrian safety.

The Board finds this standard has been met.

Section 10.11a-4 The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety, or the general welfare.

There is capacity in the existing water and sewer system to meet the demands of the restaurant. The Board finds this standard has been met.

Section 10.11a-5 Any special regulations for the use, set forth in Article 11 are fulfilled. The Environmental Design Review standards of Section 11.06 are evaluated below.

EDR-1 Preservation of Landscape: The landscape shall be preserved in its natural state insofar as practicable, by minimizing tree and soil removal and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

The site is fully developed. No landscaping exists on the site. This standard is not applicable. The Board finds this standard is met.

EDR-2 Relation of the Building to the Environment: Proposed development shall be related harmoniously to the terrain and to the use, scale and architecture of the existing buildings in the vicinity that have functional or visible relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing so as to reduce the effect of shadows on the abutting property in an R-1 or R-2 district or on public open space.

The applicant proposes that the façade will be completely rebuilt, with operable windows to create a café atmosphere on the plaza during warm weather. The applicant intends to pursue a permit for outdoor seating, as well. These are consistent with the design of the plaza for pedestrian use. The Board finds this standard has been met.

EDR-3 Open Space: All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing by the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility and facilitate maintenance.

The property was constructed in the 1920s, prior to the adoption of zoning. No open space exists on site. The Board finds this standard is met.

EDR-4 Circulation: With respect to vehicular and pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, and arrangement of vehicle parking and bicycle parking areas, including bicycle parking spaces required by Section 8.13 that are safe and convenient and, insofar as practicable, do not detract from the use and enjoyment of proposed buildings and structures and the neighboring properties.

The additional seating proposed creates a demand for additional parking which cannot be provided on-site. The use of parking at Town-owned parking lots is allowed by Special Permit to meet the parking requirement under section 8.11 of the zoning bylaw. It is not known how many existing Arlington Center businesses have been allowed to meet their parking requirements at Town owned lots by Special Permit, nor how other Broadway Plaza and Arlington Center businesses not subject to a Special Permit, account for how they meet parking demand.

The applicant provided information on existing parking supply and utilization within 1000 feet of 319 Broadway Plaza through a May, 2013 memorandum by the Arlington Transportation Advisory Committee, and an August 2013 report on parking use and capacity prepared by Howard Stein Hudson. The Board considered parking capacity in Town owned-lots within 1,000 feet of 319 Broadway, including Broadway Plaza, Russell Common lot and all of the Railroad lot, considering part of the Railroad lot was within the radius considered. With this information, and with the applicant's commitment and Board requirements in the Special Conditions below, to manage and restrict parking demand by employees and patrons, the Board finds this standard has been met.

EDR-5 surface water drainage and EDR-6 utility service

No exterior construction is proposed, and no change is proposed to existing approved stormwater conditions. The Board finds this standard has been met.

EDR-6 Utilities Service: Electric, telephone, cable, TV, and other such lines of equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.

The proposed facility will require electrical service. A dumpster will be located at the rear of the building. The Board finds this standard has been met.

EDR-7 Advertising Features: The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties. The sign plan provided appears to meet the sign bylaw. The sign lighting will be down-lit from above the sign. The Board finds this standard has been met.

EDR-8 Special Features: Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.

Specifications for the kitchen ventilation system are provided. Loading will be off-street, not on the residential streets. The Board finds this standard is met.

EDR-9 Safety: With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be so designed to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of any accident or attempted criminal act.

The restaurant must meet all relevant health and safety, fire, and building codes, and this Special Permit is granted contingent on compliance with all codes. The Board finds this standard has been met.

EDR-10 Heritage: With respect to Arlington's heritage, removal or disruption of historic, traditional, or significant uses, structures or architectural elements shall be minimized insofar as practical whether these exist on the site or on adjacent properties.

The building is in a National Register Historic District, however little or no evidence remains of any original architectural detail. The Board finds this standard is met.

EDR-11 Microclimate: With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard surface, ground coverage or the installation of machinery which emits heat, vapor or fumes shall endeavor to minimize insofar as practicable, any adverse impacts on light, air and water resources or on noise and temperature levels of the immediate environment.

No new structures, new hard surface, ground coverage or new machinery emitting heat, vapor, sound or light that could affect the microclimate is proposed. The applicant proposes that clients of the private function room may employ audio equipment of their own temporary procurement, but no public address system, amplification, or audio system is proposed to be installed in the business. Acoustic performers may be featured by the applicant in the dining room. The Board finds this standard is met.

EDR-12 Sustainable Building and Site Design: Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project.

Section 10.11a-6 The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare. The restaurant will seek a liquor license from the Board of Selectmen. The prior restaurant had operated with a liquor license. Common Ground will seek an entertainment license from the Board of Selectmen. The public has expressed, through the current master planning process, an interest in increasing night-life in Arlington. At the same time, residential property owners directly behind and across Massachusetts Avenue from the location are entitled to quiet enjoyment of their homes. For this reason, the applicant proposed specifications for sound-proofing the function room to mitigate potential sound impacts associated with musical entertainment on residential abutters. The Board finds this standard has been met.

Section 10.11a-7 The requested use will not, by its addition to a neighborhood, cause an excess of that particular use that could be detrimental to the character of said neighborhood. Cafés and restaurants have operated at this address since 1994. The Board finds this standard is met.

DECISION

The Board finds that the proposal is an appropriate re-use of the property, and grants the special permits subject to the following general and special conditions:

General Conditions

1. The final plans and specifications approved by the Board for this permit shall be the final plans and specifications submitted to the Building Inspector of the Town of Arlington in connection with this application for building permits. There shall be no substantial or material deviation during construction from the approved plans and specifications without the express written approval of the Arlington Redevelopment Board. Approved final design and record plans must also be submitted to Inspectional Services and to the Engineering Division.
2. Snow removal from all parts of the site, as well as from any abutting public sidewalks, shall be the responsibility of the owner or occupant and shall be accomplished in accordance with the Town bylaws.
3. The Building Inspector is hereby notified that he is to monitor the site and should proceed with appropriate enforcement procedures at any time he determines that violations are present. The Inspector of Buildings shall proceed under Section 10.09 of the Zoning Bylaw, pursuant to the provisions of Chapter 40A Section 21D, and institute non-criminal complaints. If necessary, the Inspector of Buildings may institute appropriate criminal action also in accordance with Section 10.09.
4. Subsequent to the end of all applicable appeal periods and prior to the issuance of a Building Permit, the Applicant shall record this Decision in the Middlesex County South District Registry of Deeds and shall provide the Board, and the Building Inspector with a copy of this Decision endorsed with the applicable recording information.
5. The Board maintains continuing jurisdiction over this permit, and may, after a duly advertised public hearing, attach other conditions, including but not limited to, reasonably restricting the retail opening hours, or it may modify these conditions as it deems reasonably appropriate to protect the public interest and welfare.

Special Conditions

1. The 90 seats in the rear of the space as shown in the final plans shall be used solely for functions and special events and not for day-to-day restaurant seating without the express written approval of the Arlington Redevelopment Board through the reopening of this special permit.
2. Two onsite parking spaces shall be maintained or, to the extent such spaces are not available to the applicant, two private spaces shall be maintained by the applicant in the vicinity for the use of employees or patrons.
3. The applicant shall comply with the following parking mitigation actions:

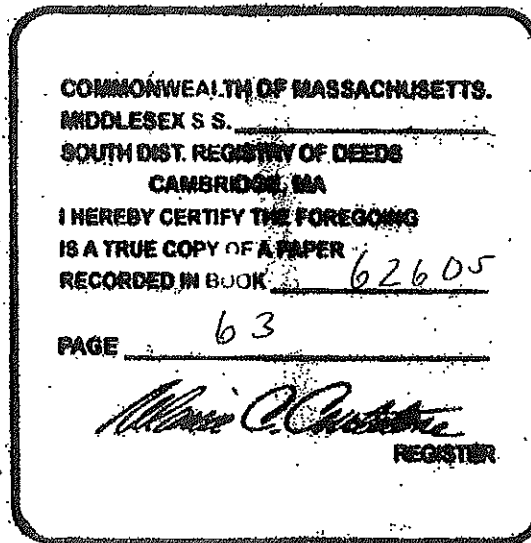
- a. Applicant will feature a "PARKING" drop down tab on its' website directing customers, with a map, to the Russell Common and Railroad parking lots. The directions will be specific and advise customers not to park, or to seek parking, on Compton, Alton or Belton Streets.
 - b. All emails from applicant will feature a "where to park" legend below the signature line with the same information as and a "link" to the drop down tab on its website directing customers to the Russell Common and Railroad parking lots.
 - c. All emails from applicant will feature a "where to park" legend below the signature line with the same information as and a "link" to the drop down tab on its website directing customers to the Russell Commons and Railroad parking lots.
 - d. Applicant's brochures, pamphlets, takeout and website printable menus will feature a "where to park" section, with a map, directing customers to the Russell Common and Railroad parking lots and advise customers not to park, or to seek parking, on Compton, Alton or Belton Streets.
 - e. All function/events room material will also include the "where to park" section and the website address of the "PARKING" drop down tab.
 - f. The proposed menu board will also have a section upon it directing customers, with a map, to the Russell Common and Railroad parking lots. The directions will be specific and advise customers not to park, or to seek parking, on Compton, Alton or Belton Streets.
4. The applicant shall comply with the following sound mitigation actions:
- a. The rear function space shall have all sound proofing shown in the document presented to the Board dated July 12, 2013 *Plan Sheet A300 by Connor Architecture*.
 - b. No amplified music, with the exception of standard restaurant background music, will be provided in the front/main restaurant room. No karaoke will be conducted in the front/main restaurant room. There will be no outdoor speakers.
 - c. Non-recyclable refuse from the restaurant will be disposed of in a dumpster, with a plastic cover, in the rear of the building as far from the property line, and close to the neighboring restaurants dumpsters, as possible. If feasible, the same trash pickup company as the neighboring restaurants will be used, and that company will be instructed to keep pickup times in accordance with Arlington noise bylaws, Title V - Article 12: Noise Abatement.
 - d. The abutting neighbors on Alton and Belton Streets will be provided a letter with contact information for the applicant so that they will be able to directly contact him if they have any concerns regarding sound, odors or delivery issues.
5. All lighting for signage shall be downlighting as shown in the document presented to the Board dated July 12, 2013 *Plan Sheet A200 by Connor Architecture*.
6. Applicant's kitchen exhaust system will utilize welded stainless steel 1½ inch thick hood filters to ensure that solids and grease are trapped and deposited directly onto baffles and drained

out, to prevent fire hazards. These filter which are dishwasher-safe, clean easily with soap and water and will be cleaned on a weekly basis.

7. All deliveries to the premises shall be done off-street, and at all times in accordance with the applicable noise and other Bylaws.

8. The applicant shall submit a LEED checklist to the Town's Director of Planning no later than the date of issuance of the Building Permit for the premises.

SEP 10 2013





Town of Arlington, Massachusetts

Letter to Mass Housing Partnership RE: 20 Westminster Avenue

Summary:

ATTACHMENTS:

Type	Description
📎 Document for Approval	Letter
📎 Reference Material	Memorandum to Board
📎 Reference Material	Letter

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 21, 2015

David Rockwell
Director of Lending
Massachusetts Housing Partnership
160 Federal Street
Boston, MA 02110

Re: 20 Westminster Avenue, Arlington, MA

Dear Mr. Rockwell,

We received your letter of April 9, 2015 regarding the request by Housing Corporation of Arlington for determination of Project Eligibility for 20 Westminster Avenue. The Town supports this project, to redevelop a former church property into 9 units of affordable rental housing. It is consistent with the Arlington Master Plan and is also in keeping with our policy to encourage development of affordable housing on existing, already developed properties, where infrastructure already exists.

The Town Departments met with the developer to discuss the plans. We shared with them a few concerns that we hope can be addressed during the permitting process.

- Trash and dumpster placement—the plan does not show location of a dumpster, and must meet Arlington Board of Health “Dumpster Regulations”.
- Heating/Cooling Units—Information was not provided on placement of units that would demonstrate compliance with both local and state noise ordinances.
- Storm water—Appropriate storm water management plans should be provided to prevent any additional storm water burden to the existing infrastructure.

- Parking—the plan provides one parking space per unit, which is below the usual requirement. We would like to see a plan for any overnight guest parking, since Arlington does not allow overnight street parking. Also, the Police department was concerned about the design of the single HP space accessed from Westminster Avenue, which could result in backing into traffic very close to a busy intersection.
- Long term affordability—We would like to see the affordable units remain affordable in perpetuity, as opposed to the thirty years that is proposed.

Thank you for this opportunity to express our concerns about the project. Overall we think it is a good project and will add favorably to our inventory of affordable rental housing.

Sincerely,

Kevin F. Greeley, Chair
Board of Selectmen



TOWN OF ARLINGTON

MASSACHUSETTS 02476

781 - 316 - 3090

DEPARTMENT OF PLANNING and COMMUNITY DEVELOPMENT

MEMORANDUM

To: Board of Selectmen
From: Laura Wiener, Director of Housing
Date: 4/23/2015
RE: Comprehensive Permit application for 20 Westminster Avenue

The Housing Corporation of Arlington has applied for a Comprehensive Permit to redevelop 20 Westminster Avenue, a former church property, now partially vacant. A Comprehensive Permit can be used to develop affordable housing in locations where the by-right zoning would not otherwise allow the multi-unit housing use or proposed dimensions. The reason that a Comprehensive Permit is needed to redevelop this property is that it is in a single family residential (R1) zone, which does not allow multi-family housing. The proposal would retain the existing building, and is generally considered by staff to be a desirable re-use of the property. The lot has 18, 867 square feet, and is at the intersection of Westminster Avenue and Lowell Street.

The process starts with the applicant filing for project eligibility with the State—in this case, the Massachusetts Housing Partnership. We received a letter from the State asking for comments to help them determine if the project should be deemed eligible (attached). The comments are limited to “municipal planning, public health and safety concerns”. The letter was received on April 9, 2015, providing a 30 day comment period that expires on May 8.

The Planning Department held a meeting of Town departments to discuss the project, including the Town Manager, Engineering, Police and Health. I have drafted a comment letter that includes the comments of all the meeting participants for your review. Please feel free to make any additional comments, or make changes to the comments provided. The developer would then likely be directed by Massachusetts Housing Partnership in its eligibility letter to address the Town’s concerns.



Massachusetts
Housing
Partnership

April 9, 2015

Steven M. Byrne, Chairman
Board of Selectmen, Town of Arlington
Town of Arlington
730 Massachusetts Avenue
Arlington MA 02476

Re: 20 Westminster Avenue, Arlington Massachusetts (the
"Property")

160 Federal Street
Boston, Massachusetts 02110
Tel: 617-330-9955
Fax: 617-330-1919

462 Main Street
Amherst, Massachusetts 01002
Tel: 413-253-7379
Fax: 413-253-3002

www.mhp.net

Dear Mr. Byrne:

Please be advised that Massachusetts Housing Partnership ("MHP") has received a request for a determination of Project Eligibility from Pam Hallett, executive director of the Housing Corporation of Arlington for 20 Westminster Avenue. As currently proposed, the development will consist of the redevelopment of this building for 9 residential rental units, of which six (6) units would be affordable to households at sixty percent (60%) of median income, and three (3) units would be affordable to households at fifty percent (50%) of median income.

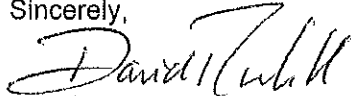
Ms. Hallett has requested this determination of Project Eligibility as it relates to MHP's Permanent Rental Financing Program (PRFP), which provides for up to a 20-year fixed-rate first mortgage loan, and requires the owner of the development to execute an Affordable Housing Restriction, filed with the Middlesex County Registry of Deeds, which would remain in effect for a minimum of 30 years. The affordability program proposed by the applicant would meet MHP's minimum affordability requirements. Other funders, or the Town, may require that the affordability requirements remain in effect after the initial 30-year term.

We would appreciate any comments that you may have with regard to this proposed development that would assist us as we consider the applicant's request. The comprehensive permit regulations require subsidizing agencies such as MHP to make the findings as set forth on the attachment to this letter in order to make a determination of Project Eligibility; any comments you can provide relevant to these matters would be especially helpful. Please direct any comments that you have, if possible within the next thirty (30) days, to my attention at the address listed above.

Furthermore, I would like to remind you that in the event an application is made to the Zoning Board of Appeals (ZBA) for a comprehensive permit, technical assistance is available to the ZBA to review the permit application. MHP's Chapter 40B Technical Assistance Program administers grants to municipalities for up to \$10,000 to engage qualified third-party consultants to work with the ZBA in reviewing the Chapter 40B proposal. For more information about MHP's technical assistance grant visit MHP's web site, www.mhp.net or contact Carsten Snow at 617-330-9944 ext. 252, at CSnow@mhp.net.

Thank you.

Sincerely,



David P. Rockwell
Director of Lending

Cc: Laura Wiener, Director of Housing, Town of Arlington
Pam Hallett, Executive Director, Housing Corporation of Arlington

760 CMR 56.04(4) Findings in Determination of Project Eligibility

(a) that the proposed Project appears generally eligible under the requirements of the housing subsidy program, subject to final approval under 760 CMR 56.04(7);

(b) that the site of the proposed Project is generally appropriate for residential development, taking into consideration information provide by the municipality or other parties regarding municipal actions previously taken to meet affordable housing needs, such as inclusionary zoning, multifamily districts adopted under M.G.L. c.40A, and overlay districts adopted under M.G.L. c.40R, (such finding, with supporting reasoning, to be set forth in reasonable detail);

(c) that the conceptual project design is generally appropriate for the site on which it is located, taking into consideration factors that may include proposed use, conceptual site plan and building massing, topography, environmental resources, and integration into existing development patterns (such finding, with supporting reasoning, to be set forth in reasonable detail);

(d) that the proposed Project appears financially feasible within the housing market in which it will be situated (based on comparable rentals or sales figures);

(e) that an initial pro forma has been reviewed, including a land valuation determination consistent with the Department's guidelines, and the Project appears financially feasible and consistent with the Department's guidelines for Cost Examination and Limitations on Profits and Distributions (if applicable) on the basis of estimated development costs;

(f) that the Applicant is a public agency, a non profit organization, or a Limited Dividend Organization, and it meets the general eligibility standards of the housing program; and

(g) that the Applicant controls the site, based on evidence that the Applicant or a related entity owns the site, or holds an option or contract to acquire such interest in the site, or has such other interest in the site as is deemed by the Subsidizing Agency to be sufficient to control the site.



Town of Arlington, Massachusetts

Minutes of Meeting: March 30, 2015

ATTACHMENTS:

Type	Description
 Reference Material	Draft Minutes 3.30.15

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
JOSEPH A. CURRO, JR.
STEVEN M. BYRNE



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

Meeting Minutes
Monday, March 30, 2015
7:15 p.m.

Present: Mr. Greeley, Chair, Mrs. Mahon, Vice Chair, Mr. Dunn, Mr. Byrne, Mr. Curro
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Krepelka

1. Organizational Meeting for the Purpose of Electing a Chairman and a Vice Chairman
Marie A. Krepelka, Board Administrator

The first order of business tonight was to have an organizational meeting for the purpose of electing a Chairman and Vice Chairman. Mrs. Krepelka asked for nominations from the Board. Mrs. Mahon nominated Mr. Greeley, seconded by Mr. Curro. A roll call vote was taken and Mr. Greeley was elected Chairman.

SO VOTED (5-0)

Mrs. Krepelka asked for nominations from the Board for Vice Chairman. Mr. Curro nominated Mrs. Mahon, seconded by Mr. Byrne. A roll call vote was taken and Mrs. Mahon was elected Vice Chairman.

SO VOTED (5-0)

APPROVAL

2. Farmers' Market 2015
Patsy Kraemer, Market Manager
The Arlington Farmers' Market respectfully requests permission to hold the 17th Arlington Farmers' Market at the Russell Common Parking Lot, Arlington Center, for the 2015 season. The market is held on Wednesday's 2:00 p.m. to 6:30 p.m. The Market will begin on Wednesday, June 10, 2015, and close on Wednesday, October 28, 2015. Mr. Byrne moved approval.

SO VOTED (5-0)

CONSENT AGENDA

3. Appointments of New Election Workers: (1) Catherine Ann Caruso, 17 Mill Street, D, Pct. 11; (2) Roseann Casazza, 17 Amherst Street, D, Pct. 3; (3) Kathryn Gillis, 170 Pleasant Street, U, Pct. 14; (4) Rita Head, 37 Amherst Street, U, Pct. 14; (5) Julianne Kelly, 78 Summer Street, D, Pct. 6; (6) Mary Stretton, 65 Kensington Park, D, Pct. 10
The above new appointments will work at Town Elections.
Mr. Dunn moved approval. SO VOTED (5-0)
4. Request: One Day All Alcohol License, 5/16/15 @ Fidelity House, 25 Medford Street for the Annual Fundraiser
Ed Woods, Executive Director
Frank Tessitore
Mr. Dunn moved approval. SO VOTED (5-0)
5. Approval: 3rd Annual Bladder Cancer Awareness Walk, Saturday, 5/9/15
Linda and Tracy Magram
Linda and Tracy Magram appeared before the Board stating that they would like to host an Annual Bladder Cancer Awareness Walk on Saturday, May 9th. Said walk would start at Town Hall and back to Frazer Road.
Mr. Dunn moved approval. SO VOTED (5-0)

APPOINTMENTS

6. Disabilities Commission
Beverly Bevilacqua
Ms. Bevilacqua stated that her training as a nurse as well as many life and work experiences with handicapped people would serve her well in her role on the commission.
Mrs. Mahon moved approval. SO VOTED (5-0)

Susan Savage Tennant
Ms. Savage stated that her training as a Program Designer and Manager with over 35 years experience creating and providing positive community based life supports for individuals of all ages with development and behavioral challenges would serve her well in her role on the commission.
Mr. Dunn moved approval. SO VOTED (5-0)
(terms to expire 6/30/2018)

LICENSES & PERMITS

7. Hearing - Report of Underage Sales

a) Hope Color, Inc. d/b/a Mr. Sushi

693 Mass. Ave., Daniel Ahn, Manager

After proper notice and hearing, the Board of Selectmen, in its capacity as local liquor licensing authority unanimously voted to order suspension of the above-reference license for three (3) consecutive days beginning on the same day of the week that the violation was committed. The specific date to be designated by the Board. This is the first violation that has occurred at Mr. Sushi's. Mr. Sushi did not dispute the facts or the Incident Report. This suspension does not affect Mr. Sushi's Common Victualler permit so the Licensee may remain open for serving food and non-alcoholic beverages on those days as long as no alcoholic beverages are exposed for sale.

Mr. Curro moved to suspend license for three consecutive days. SO VOTED (5-0).

Paramveer Corp. d/b/a Punjab Fine Indian Cuisine,

485-87 Mass. Ave., Jaspal S. Pabla, Manager

Jaspal S. Pabla, Punjab Owner/ Manager and Gurinder Pabla, Punjab Owner and Staff Member along with Attorney John Leone spoke regarding said violation.

After proper notice and hearing, the Board of Selectmen, in its capacity as local liquor licensing authority unanimously voted to order suspension of the above referenced license for three (3) consecutive days beginning on the same day of the week that the violation was committed. The specific date to be designated by the Board. This is the first violation that has occurred at Punjab Fine Indian Cuisine. Mr. and Mrs. Pabla stated in advance of the hearing all Punjab employees allowed to serve alcoholic

beverages were required to review and sign the new alcohol service policy and training materials. Mr. and Mrs. Pabla did not dispute the facts or the Incident Report.

The suspension does not affect Punjab Fine Indian Cuisine's Common Victualler permit so the Licensee may remain open for serving food and non-alcoholic beverages on those days as long as no alcoholic beverages are exposed for sale.

Mr. Dunn moved to suspend license for three consecutive days. SO VOTED (5-0)

c) Y Plus Y, Inc. d/b/a Fusion Taste

303A-305 Broadway, Jason Zhen Ye, Manager

Mr. Jason Zhen Ye, Manager, Kevin Ye, Fusion Taste Director, along with Attorney John Leone appeared before the Board regarding said violation. In advance of the hearing, all Fusion Taste employees allowed to serve alcoholic beverages in the restaurant were required to review and sign the new alcohol service policy and training materials. This is the first violation that has occurred at Fusion Taste and Mr. Zhen Ye did not dispute the facts or the Incident Report.

After proper notice and hearing, the Board of Selectmen in its capacity as local liquor licensing authority unanimously voted to order suspension of the above reference license for three (3) consecutive days beginning on the same day of the week that the violation was committed.

The suspension does not affect Fusion Taste's Common Victualler permit so the Licensee may remain open for serving food and non-alcoholic beverages on those days as long

as no alcoholic beverages are exposed for sale.

Mr. Curro moved to suspend license for three consecutive ways.

SO VOTED (5-0)

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

Ms. Clarissa Rowe, 137 Herbert Road and Mr. George Laite 25 Lafayette Street appeared before the Board regarding the Mugar property in East Arlington. Ms. Rowe stated that the Mugar family is again seeking to develop a portion of the land to develop a 219 apartment complex under the 40B exemption. The proposed four story development would include six duplex town houses. The proposal would include developing roughly seven acres, but also preserving over 10 acres, possibly by deeding the land to a local non-profit or a so-called "conservation restriction which would prohibit future development and require the building's owners to maintain the land".

Ms. Rowe and Mr. Laite stated they would be organizing a Town wide group (Coalition to Save Wetlands) to oppose said building. Any resident may contact the East Arlington Neighborhood Group, the Arlington Land Trust and Conservation Commission to give their support. Also, you may call Ms. Rowe directly at 781-643-3156

Mr. Chapdelaine stated that the Cambridge based Oaktree Development began talks with the Town last week. The Town Manager said the Town is opposed to a development of this size and it has been a longstanding policy in the Town to try to protect this property.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

8. For Approval: Arlington Public Art Youth Initiative Banners on Massachusetts Avenue Adria Arch, Arlington Public Art

The Arlington Public Art Youth Initiative is aimed at young people in Grades 7 through 12 (or the equivalent home school level) to promote and encourage development in the visual arts and to provide an opportunity for youth to participate in temporary public art projects in Arlington. They are also requesting permission to mount a series of banners on light poles for three months, April through June of 2016.

The Board of Selectmen voted to approve the banners in Arlington Center and Arlington Heights in 2016. Mrs. Krepelka, the Board Administrator, will coordinate this with Ms. Arch after Labor Day.

Mr. Curro moved approval.

SO VOTED (5-0)

9. Approval: Letter of Support for Updated Plan 2015-Open Space and Recreation Plan Ann LeRoyer, Chair, Open Space Committee

The Selectmen thanked Ms. LeRoyer for the wonderful job the members of the Open Space Committee have done in presenting the Open Space and Recreation Plan 2015-2022. The Board also thanked Ms. LeRoyer for all her hard work and contribution to the updated plan.

The Board looks forward to working with the Open Space Committee to improve our open space system, our natural areas, parks and playgrounds.

Mr. Dunn moved approval.

SO VOTED (5-0)

10. Vote: Approve Submission of Statement of Interest to MSBA - Arlington High School
Adam W. Chapdelaine, Town Manager

A statement of interest on the proposed Arlington High School rebuild was approved by the Board of Selectmen. Superintendent of Schools, Kathleen Bodie and Committee Chairman William Hayner told the BOS about a revised request for the project. The request, the second in two years, will be sent to the Mass. School Building Authority in hopes the state agency will select the project for this year's round of funding. The Board is very supportive of this request and Selectmen Dunn stated "we're ready when the state is".

The Statement of Interest is as follows:

Resolved: Having convened in an open meeting on March 30, 2015, prior to the closing date, the Board of Selectmen of Arlington, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated on or before April 10, 2015 for the Arlington High School located at 869 Massachusetts Avenue, Arlington, Massachusetts, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future.

3. Prevention of the loss of accreditation due to the poor state of the facility.

4. Prevention of severe overcrowding expected to result from increased enrollments currently being experienced at the elementary and middle school levels.

5. Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility as is consistent with a complex of buildings whose last major renovation took place more than thirty years ago.

7. Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements as needed to bring a structure, sections of which are not less than thirty years and some sections as much as one hundred years old, up to modern educational standards of safety, security and comfort; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding

commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.
Mr. Byrne moved approval. SO VOTED (5-0)

11. Discussion: Future BoS Meetings, July - August
The following future meeting dates were chosen by the Selectmen:
July 13, 2015 - 7:15 p.m.
August 17, 2015 - 7:15 p.m.

WARRANT ARTICLE HEARINGS

Articles for Review

Article 14 Disposition of Real Estate/Parcel 13-383 Cliffe Avenue Lexington
The Town Manager stated that following the filing of the Warrant Article additional research revealed that sale of the parcel of land in question is both impractical and unlikely to yield worthwhile benefits to the Town at this time.
Mrs. Mahon moved no action. SO VOTED (5-0)

Article 15 Home Rule/Board of Assessor Changes (TABLED FROM 2/23/15 MEETING)

After hearing comments from Mary Winstanley O'Connor, a member of the Board of Assessors, the Board voted no action be taken under this Article with respect to changing the Board of Assessors from an elected to an appointed Board.
Mrs. Mahon moved no action. SO VOTED (4-0)
Mr. Greeley recused himself.

The Board also voted no action be taken under this article with respect to making the Director of Assessments an appointment of the Town Manager
Mr. Byrne moved no action. SO VOTED (5-0)

Article 18 Endorsement of CDBG Application

The Board voted to endorse the application for Federal Fiscal Year 2016 prepared by the the Town Manager and Board of Selectmen under the Housing & Community Development Act of 1974. The Town of Arlington received notification from the Dept. of Housing and Urban Development that our Community Development Block Grant allocation for FY 2015-2016 will be \$1,042,348. Total funds requested was \$1,273,348.
Mr. Byrne moved approval. SO VOTED (6-0)
Town Manager also voted.

Article 45 Resolution/Town Meeting Member Removal Process

This article was inserted at the request of the Town Moderator and the Town Meeting Procedures Committee to gauge Town Meeting's interest in exploring an objective process by which Town Meeting Members who are chronically absent from Town Meeting could be subject to removal.
Mr. Dunn, Mr. Curro and Mrs. Mahon feel that the elected nature of the position provides

a democratic means for addressing absenteeism as well as other practical concerns. Mr. Byrne and Mr. Greeley believe that a resolution to examine potential options are available to the Town to address any problems with absenteeism is an appropriate step to take.

Mr. Dunn moved approval

SO VOTED (3-2)

Mr. Byrne and Mr. Greeley voted in the negative.

FINAL VOTES & COMMENTS

Articles for Review

Article 11 Bylaw Amendment/Establishment of a Community Preservation Committee

Article 12 Revision of Town Committee/Vision 2020 Standing Committee

Article 19 Revolving Funds

Mr. Dunn moved approval.

SO VOTED (5-0)

NEW BUSINESS

Mr. Byrne thanked everyone who took the time to go out and vote. He also stated that it is a honor to serve on the Board and thanked everyone who voted for him.

Mr. Byrne also congratulated Patrick Connaughton, a former Arlington resident who grew up in Arlington, attended St. Agnes Elementary School, St. John's Prep, and is now a member of the Notre Dame Basketball Team. As everyone knows, he played an exciting game against Kentucky and Arlington is very proud of him.

Mr. Byrne asked the Board a few weeks ago for their comments regarding their likes and dislikes on the Novus Agenda. He is very happy to take the lead on this and will compile every ones comments. After said comments are received, he will meet with Adam Kurowski to discuss said comments.

Mrs. Mahon stated that she was extremely upset over the sudden death of Bill Dotson, 42 Henderson Street. Mr. Dotson was the pedestrian that was killed on Mass. Avenue in the area of 134 Mass. Avenue. He was very active on all issues surrounding East Arlington and a strong supporter of Fox Library She stated that her thoughts and prayers go out to Bill's daughters during this sad time.

Mr. Curro also thanked the voters for coming out on Saturday during the inclement weather.

Mr. Greeley also congratulated Patrick Connaughton stating he is a fine young man and a credit to Arlington.

Mr. Greeley also thanked the 2, 697 voters that came out to vote on Saturday.

Mrs. Mahon moved to adjourned at 9:45 p.m.

SO VOTED (5-0)

A true record: Attest

Marie A. Krepelka
Board Administrator

Next Meeting of BoS April 13, 2015

3/30/15

Agenda Item	Documents Used
2.	Framers' Market 2015 -Patsy Kraemer, Market Manager
3.	Master Records
4.	One Day Application
5.	Memo from Police, Request from L. Magram
6.	Bevilacqua Reference Tennant Reference
7.	REVISED reference: D. Heim Memo, Police Sting Report, Alcohol Policy, Hearing Notices Alcohol Licenses and Regulations – Handbook
11.	Calendar July, August
Article Hearings	Warrant Article Text #14, 15,18 and 45 Town Counsel Memo 2.20.15 re Article #15 Warrant Article #15 Mr. Lorette reference from 2.23.15 meeting Warrant Article #15 reference from 2.23.15 meeting Town Counsel Memo 3.26.15 re: Articles #14, #18, and #45 Warrant Article #18 from Planning #45 Memo #45 2014 TM Attendance #45 Vacancies #45 Town of Framingham Removal Language 10 Registered Voter Letter



Town of Arlington, Massachusetts

For Approval: Unified Relay Across America, May 28, 2015

Summary:

Joshua Lee, Tour Operations Manager

ATTACHMENTS:

Type	Description
☐ Reference Material	Memo from Police
☐ Reference Material	Request from Joshua Lee

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: April 23, 2015

RE: Special Olympics Torch Relay Run May 28, 2015

At your request, the Traffic and Parking Unit looked into information submitted by Mr. Joshua Lee pertaining to the Special Olympic Torch Relay coming through the Town of Arlington. While we would be honored to have such an event occur in our town, we have concerns with the proposed route (Route 60 in its entirety). Route 60 is an arterial roadway through town as well as a designated truck route that connects Route 2 to Interstate 93. To restrict this volume of traffic to 5 mph for approximately 1-hour during the middle of a weekday would cause a considerable back-up in traffic. Furthermore, it would be difficult redirect truck traffic to any nearby streets because due to bridges and existing truck bans, they would eventually need to come back to Route 60 to continue through towards Medford and Interstate 93.

It is strongly suggested that relay committee find an alternate route through town that would not have such a significant impact on traffic. We are more than happy to meet with anyone from the committee to help develop a new route.

CPR

Cc: Frederick Ryan, Chief of Police
Capt. Julie Flaherty, Support Services Commander
Lt. Paul Conroy, OIC / Traffic, Details, and Licensing
Sgt. Sean Kiernan, Details and Licensing Supervisor

"Proactive and Proud"

Agenda

From: Joshua Lee <joshua.lee@unifiedrelay.org>
To: mkrepelka@town.arlington.ma.us
Date: 03/26/2015 12:11 PM
Subject: Special Olympics Torch Relay Run - May 28th, 2015

Hello Mrs. Krepelka,

My name is Joshua Lee and I am reaching out to you on behalf of Special Olympics.

We are hoping to bring the Unified Relay Across America through Arlington on May 28th, 2015. This relay is supporting and raising awareness for the Special Olympics World Summer Games, that are being held in LA in July of this year.

As of right now, we are planning on being in Arlington from 11:00 am-12:00 pm on the 27th, travelling at approximately 5mph. That timing, and the route itself, is subject to change based on how many people sign up to participate in the relay. I hope that any changes won't cause a huge problem, but please let me know if you foresee that being an issue. I have attached the link to the map of our proposed route for that day. I have also included a diagram of the convoy that we will be travelling with, which will include three LA County police vehicles, to protect our runners. The teams that will sign up to participate will be anywhere from 1-15 people in size. As they complete their segment they will pass the flame on to another group of runners and we will continue on our route.

Day 3 - May 28th, 2015:

<https://www.google.com/maps/d/u/0/viewer?mid=zKv6Qni42KI8.ke8ZTXrJ5gS8>

If you have any other questions or would like any additional information, I am happy to help. Please let me know what the requirements are as we prepare to host this event.

I look forward to working with you.

--

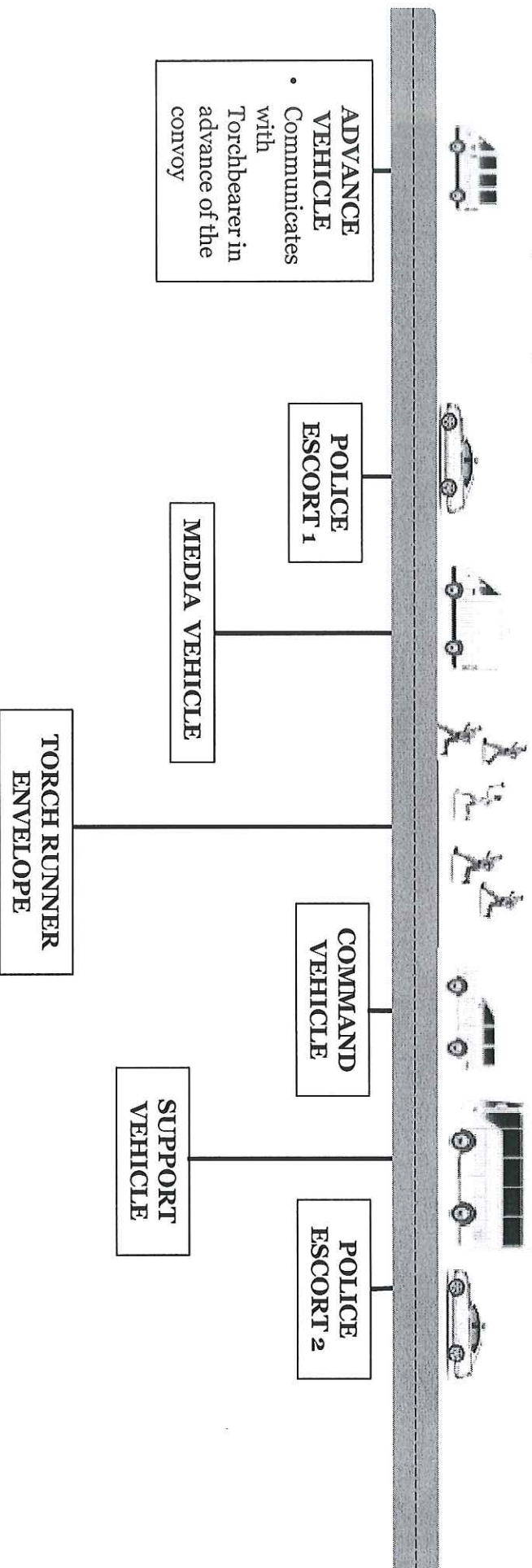
Joshua Lee
Tour Operations Manager
Special Olympics Unified Relay Across America
(949) 235-2790
joshua.lee@unifiedrelay.org
ignition inc. | Havas Sports and Entertainment

Attachments:

File: SO URAA	Size:	Content Type:
Convoy 17Feb15.pptx	88k	application/vnd.openxmlformats-officedocument.presentationml.presentation

convoy composition

10-15 minutes
ahead of convoy
↔





Town of Arlington, Massachusetts

National Grid Petition/Foxmeadow Lane

Summary:

Dennis Regan, Permit Representative
(all abutters notified)

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Engineering Recommendations, National Grid Petition and Order, Map, Notice to Abutters, National Grid Meeting Notice



Engineering Division

TOWN OF ARLINGTON
DEPARTMENT OF PUBLIC WORKS
51 GROVE STREET
ARLINGTON, MA 02476

Phone: 781-316-3320
Fax: 781-316-3281

Permit Type: Grant of Location
Date: Friday, April 17, 2015
Applicant: National Grid Gas Company
Site Location: 9 Foxmeadow Lane

The Engineering Division has reviewed the petition by National Grid for consideration of a Grant of Location for the installation of 44 LF +/- of 6" Plastic Gas Main as indicated on the provided Engineering Design Sketch (Plan GP-ARL-1012813-15-11).

Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Board of Selectmen should the Grant of Location be approved for this submittal:

1. Notification shall be provided to all abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing abutters to forward questions and concerns regarding the project to the contractor or National Grid Gas Company and shall include the appropriate contact information.

A copy of this abutter notification shall be provided to the Town Engineer for approval prior to distribution to the public. The final distribution list shall include the Town of Arlington DPW Dispatch Office, Town of Arlington Town Manager's Office, and the Engineering Division.

2. The proposed gas main installation shall be located/installed so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water and sewer rehabilitation etc.).
3. Please be aware that there may be on-site utility infrastructure that is not shown on the Engineering Sketch and may be encountered in the field. If a conflict occurs between the proposed gas main installation and existing Town-Owned utility infrastructure, the Town Engineer shall be contacted directly to discuss an appropriate resolution.
4. All trenching in existing pavement shall be saw-cut and roadway trenches shall be reconstructed in accordance with the Standard Details and Specifications of the Arlington Engineering Division and the guidelines issued in Massachusetts DTE 98-22 Street Restoration Standards.
5. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices.
6. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw waddles. Any sediment that enters the Town drainage system as a result of this work will be the sole responsibility of the contractor to remove.

Thank You,

Kurt Kelley
Senior Engineer

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

Town of Arlington / Board of Selectmen:

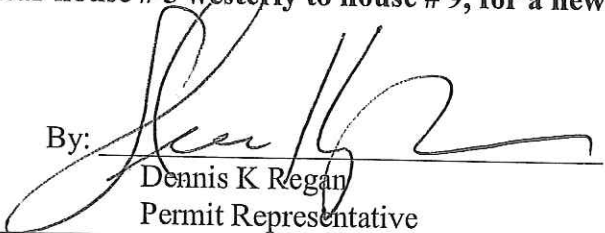
RECEIVED
SELECTMEN'S OFFICE
TOWN OF ARLINGTON, MA 02174

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Arlington** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 44 feet more or less of 6 inch gas main in Foxmeadow Ln., Arlington, from the existing 6 inch gas main near house # 5 westerly to house # 9, for a new gas service.

Date: March 30, 2015

By:


Dennis K Regan
Permit Representative

Town of Arlington / Board of Selectmen:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Arlington** substantially as described in the petition date March 30, 2015 attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Arlington** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20____.

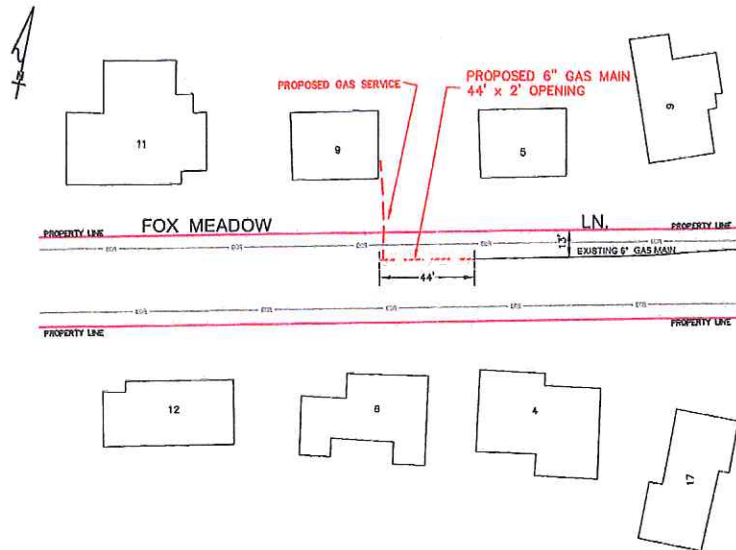
I hereby certify that the foregoing order was duly adopted by the _____ of the City of _____, MA on the _____ day of _____, 20____.

By: _____

Title

MN # 144-8508-960219

RETURN ORIGINAL TO THE PERMIT SECION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS



LEGEND

- PROPOSED GAS
- EXISTING GAS
- PROPERTY LINE
- EDGE OF ROADWAY
- PROPOSED CATCHES

NOTE

THE LOCATION OF SURFACE AND UNDERGROUND OBJECTS SHOWN ARE NOT INTENDED TO BE CONDUCT. CALL 811 BEFORE YOU DIG. UTILITIES AND STREET LINES COMPILED FROM AVAILABLE DATA SOURCES. NO FIELD VERIFICATION PERFORMED.

REVISIONS

NO.	DESCRIPTION	DATE	BY	APP'D

nationalgrid

AS THE VERIFICATION OF THE LOCATION OF THE SERVICE

GRANT OF LOCATION

PROPOSED LOCATION OF 6" GAS MAIN

7 FOX MEADOW L.N., ARLINGTON, MA 02474

ENGINEER / DESIGNER	DATE	SIZE	PORTAL / UP	MATERIAL	LENGTH	WORK ORDER NO.
J.H.P./J.H.C.	6/25/2008	6"	L.P.	PLASTIC	40'	1012813

SCALE: 1" = 40'

SHEET 1 OF 1

drawing no
GP-ARL
1012813-15-11

NOTICE TO ABUTTERS


Town of Arlington

April 14, 2015

Dear Abutter:

You are hereby notified that a public hearing will be held at the Office of the Board of Selectmen, Town Hall, Arlington at **7:00 p.m.** on the **27th of April** upon the Petition of **Nationalgrid** for gas main locations, dated **March 30, 2015**. The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways, and places of the Town of Arlington and of the pipes, valves governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company, and the digging up and opening the ground to lay or place same:

**To install and maintain approximately 44 feet more or less of 6 inch gas main in Foxmeadow Lane, Arlington
From the existing 6 inch gas main near house #5 westerly to house #9, for a new gas service.**



Marie A. Krepelka
Board Administrator

39 FOX MEADOW LN 1.0-3-1.0 SULLIVAN DOROTHY N 39 FOX MEADOW LANE ARLINGTON, MA 02474	43 FOX MEADOW LN 1.0-3-2.0 CONTINI KELLY ANNE 43 FOX MEADOW LANE ARLINGTON, MA 02474	19 FOX MEADOW LN 4.0-1-2.A DEVINE THOMAS F & RITA C 19 FOX MEADOW LANE ARLINGTON, MA 02474
44 FOX MEADOW LN 4.0-2-12.B ANTONELLI TRACY ANN MOOTY PATRICK MICHAEL 44 FOX MEADOW LANE ARLINGTON, MA 02474	40 FOX MEADOW LN 4.0-2-13.0 POWERS CHRISTOPHER--ETAL POWERS JANICE F 40 FOX MEADOW LANE ARLINGTON, MA 02474	32 FOX MEADOW LN 4.0-2-15.0 GILLIGAN LAWRENCE--ETAL GILLIGAN KATHLEEN 32 FOX MEADOW LANE ARLINGTON, MA 02474
28 FOX MEADOW LN 4.0-2-16.0 HARRIS KATHLEEN M HARRIS WILLIAM P 28 FOX MEADOW LANE ARLINGTON, MA 02474	24 FOX MEADOW LN 4.0-2-17.A SCHAEJBE THOMAS M SCHAEJBE KAREN C 24 FOX MEADOW LANE ARLINGTON, MA 02474	16 FOX MEADOW LN 4.0-2-19.0 KALIK STEVEN & DAINE 16 FOX MEADOW LANE ARLINGTON, MA 02474
12 FOX MEADOW LN 4.0-2-20.0 LEFORE LAWRENCE A/ETAL LEFORE BARBARA 12 FOX MEADOW LANE ARLINGTON, MA 02474	8 FOX MEADOW LN 4.0-2-21.0 AXTMAN GORDON C--ETAL AXTMAN MARTHA GURRY 8 FOX MEADOW LANE ARLINGTON, MA 02474	31 FOX MEADOW LN 4.0-8-4.0 JENNINGS STEPHEN L & ANNE M 31 FOX MEADOW LANE ARLINGTON, MA 02474
35 FOX MEADOW LN 4.0-8-5.0 FITZPATRICK JOHN D 35 FOX MEADOW LANE ARLINGTON, MA 02474	17 FOX MEADOW LN 6.0-3-1.0 MC AVOY KATHERINE 15 FOXMEADOW LN ARLINGTON, MA 02474	9 FOX MEADOW LN 6.0-3-2.0 SEAVER PROPERTIES LLC 215 LEXINGTON ST WOBURN, MA 01801
5 FOX MEADOW LN 6.0-3-3.A MCCOY CHERYL J/TRUSTEE CHARLOTTE M NELSON TRUST 5 FOX MEADOW LANE ARLINGTON, MA 02474	9 OLD MIDDLESEX PATH 6.0-3-3.B O'SULLIVAN JOSEPH J & LISA 9 OLD MIDDLESEX PATH ARLINGTON, MA 02474	4 FOX MEADOW LN 6.0-6-2.0 BOUBOULIS EKATERINI 4 FOX MEADOW LANE ARLINGTON, MA 02474

I hereby certify that this list
has been prepared in accordance with
Chapter 40A, Sec 11 of MGL.

Kenneth C. Feeley *4/6/2015*
 Board of Assessors Date
Robert E. Greeley
[Signature]

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 14, 2015

Dennis Regan
National Grid
40 Sylvan Road
Waltham, MA 02451

Re: Foxmeadow Lane

Dear Mr. Regan:

The Board of Selectmen will be discussing your petition to install and maintain approximately 44 ft., more or less of 6 inch gas main in Foxmeadow Lane on Monday, April 27, 2015 at 7:00 p.m., Selectmen's Chambers, 2nd Floor, Town Hall, 730 Massachusetts Avenue. You are invited to be in attendance at this meeting.

Please confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

National Grid Petition/Prescott Street

Summary:

Dennis Regan, Permit Representative
(all abutters notified)

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Engineering Recommendations, National Grid Petition and Order, Map, Notice to Abutters, National Grid Meeting Notice



Engineering Division

TOWN OF ARLINGTON
DEPARTMENT OF PUBLIC WORKS
51 GROVE STREET
ARLINGTON, MA 02476

Phone: 781-316-3320
Fax: 781-316-3281

Permit Type: Grant of Location
Date: Friday, April 17, 2015
Applicant: National Grid Gas Company
Site Location: Prescott Street

The Engineering Division has reviewed the petition by National Grid for consideration of a Grant of Location for the installation of 110 LF +/- of 4" Plastic Gas Main as indicated on the provided Engineering Design Sketch (Plan GP-ARL-1002945-15-6).

Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Board of Selectmen should the Grant of Location be approved for this submittal:

1. Notification shall be provided to all abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing abutters to forward questions and concerns regarding the project to the contractor or National Grid Gas Company and shall include the appropriate contact information.

A copy of this abutter notification shall be provided to the Town Engineer for approval prior to distribution to the public. The final distribution list shall include the Town of Arlington DPW Dispatch Office, Town of Arlington Town Manager's Office, and the Engineering Division.

2. The proposed gas main installation shall be located/installed so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water and sewer rehabilitation etc.). Additionally, care should be exercised when working around newly installed wheelchair ramps on Winslow Street. The proposed gas main shall be located so as to not impact or disturb these ramps.
3. Please be aware that there may be on-site utility infrastructure that is not shown on the Engineering Sketch and may be encountered in the field. If a conflict occurs between the proposed gas main installation and existing Town-Owned utility infrastructure, the Town Engineer shall be contacted directly to discuss an appropriate resolution.
4. All trenching in existing pavement shall be saw-cut and roadway trenches shall be reconstructed in accordance with the Standard Details and Specifications of the Arlington Engineering Division and the guidelines issued in Massachusetts DTE 98-22 Street Restoration Standards.
5. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices.
6. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw wattles. Any sediment that enters the Town drainage system as a result of this work will be the sole responsibility of the contractor to remove.

Thank You,

Kurt Kelley
Senior Engineer

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

Town of Arlington / Board of Selectmen:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Arlington** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 110 feet, more or less of 4 inch gas main in Prescott St., Arlington, from the existing 4 inch gas main near #5 Winslow St, southerly to Building #4, for a new gas service.

Date: March 30, 2015

By: _____

Dennis K Regan
Permit Representative

Town of Arlington / Board of Selectmen:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Arlington** substantially as described in the petition date March 30, 2015 attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Arlington** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20____.

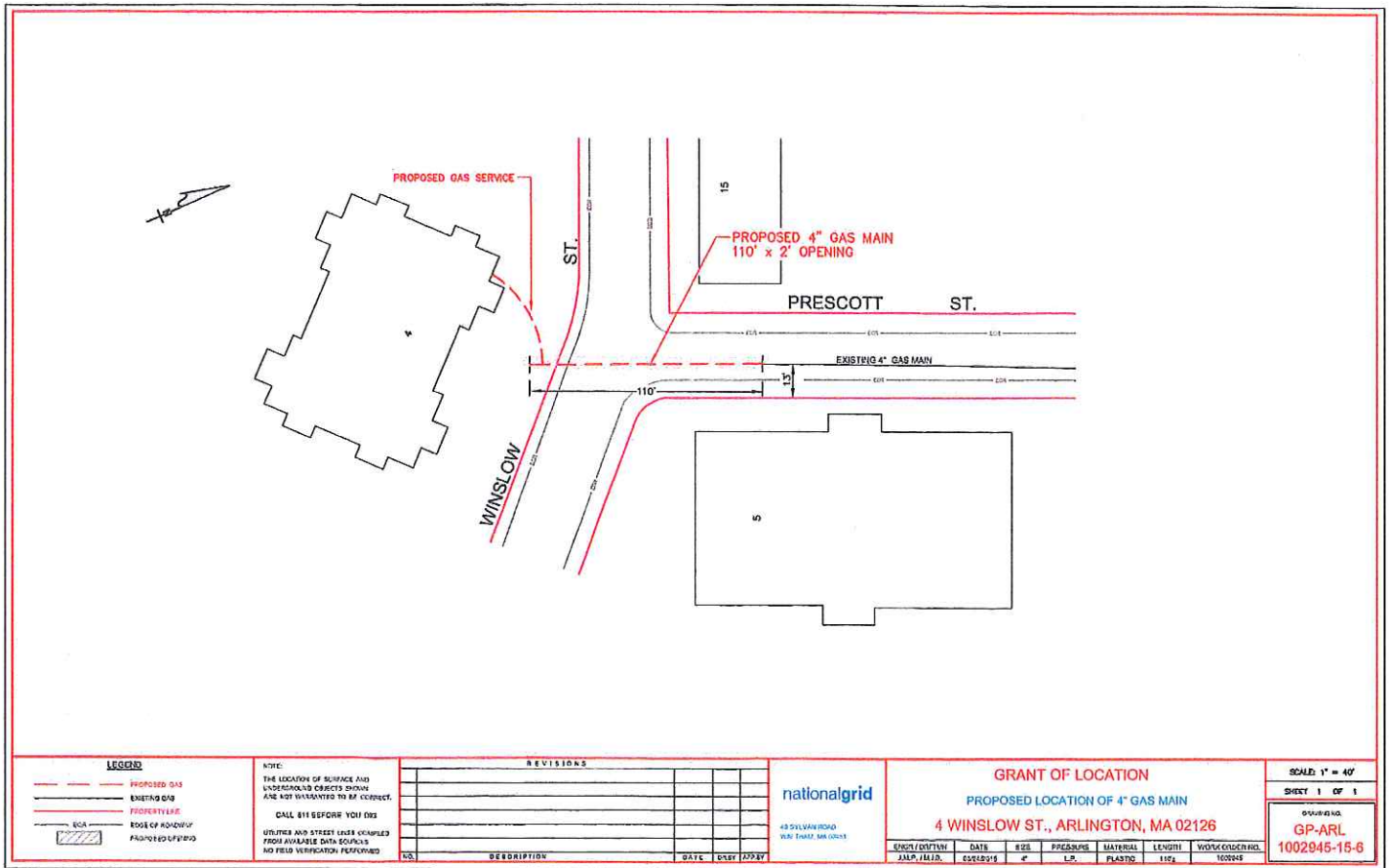
I hereby certify that the foregoing order was duly adopted by the _____ of the City of _____, MA on the _____ day of _____, 20____.

By: _____

Title

MN # 144-8508

**RETURN ORIGINAL TO THE PERMIT SECTION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS**



NOTICE TO ABUTTERS

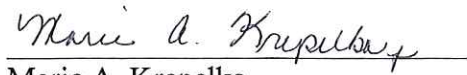
Town of Arlington

April 14, 2015

Dear Abutter:

You are hereby notified that a public hearing will be held at the Office of the Board of Selectmen, Town Hall, Arlington at **7:00 p.m.** on the **27th of April** upon the Petition of **Nationalgrid** for gas main locations, dated **March 30, 2015**. The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways, and places of the Town of Arlington and of the pipes, valves governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company, and the digging up and opening the ground to lay or place same:

To install and maintain approximately 110 feet, more or less of 4 inch gas main in Prescott St., Arlington
From the existing 4 inch gas main near #5 Winslow St., southerly to Building #4, for a new gas service.


Marie A. Krepelka
Board Administrator

14-16 PRESCOTT ST 50.0-3-2.0 BOUBOULIS JAMES BOUBOULIS STEFANOS 195 BROADWAY ARLINGTON, MA 02474	12 PRESCOTT ST 50.0-3-3.0 COLUMBUS CLUB INC 15 WINSLOW ST ARLINGTON, MA 02474	15 WINSLOW ST 50.0-3-4.0 COLUMBUS CLUB INC 15 WINSLOW STREET ARLINGTON, MA 02474	30 MYSTIC ST 50.0-4-5.A MIRAK CHARLES/ROBERT/EDWARD TRUSTEES/THIRTY MYSTIC TR 438 MASS AVENUE SUITE 127 ARLINGTON, MA 02474
11 PRESCOTT ST 50.0-4-9.0 KENNY WALTER T JR TR OF THE W A T REALTY TR 11 PRESCOTT ST ARLINGTON, MA 02474	4 WINSLOW ST 50.0-8-1.A ARLINGTON HOUSING AUTHORITY WINSLOW TOWERS 4 WINSLOW ST ARLINGTON, MA 02474	22 PRESCOTT ST 63.0-5-5.0 WILKE MARK & SHARON 22 PRESCOTT STREET ARLINGTON, MA 02474	13-15-#1 PRESCOTT ST 63.A-6-2.F KELLERT PATRICIA/TRUSTEE THE KEVIN KELLERT TRUST 62 HOLBECK CORNER PLYMOUTH, MA 02360
13-15-#2 PRESCOTT ST 63.A-6-2.G CARLSTROM ERIC H & SATOKO 13 PRESCOTT STREET UNIT 2 ARLINGTON, MA 02474	17-19-#2 PRESCOTT ST 63.A-6-2.H SHIMADA MASAKO 17 PRESCOTT STREET UNIT 2 ARLINGTON, MA 02474	17-19-#1 PRESCOTT ST 63.A-6-2.I MULHERN VALERIE L 19 PRESCOTT STREET UNIT 1 ARLINGTON, MA 02474	21-23-#2 PRESCOTT ST 63.A-6-2.B YAVUZ OZGE YAVUZ PINAR GUVENC 21 PRESCOTT STREET UNIT 2 ARLINGTON, MA 02474
21-23-#1 PRESCOTT ST 63.A-6-2.C SCHARF BETTY M 23 PRESCOTT STREET ARLINGTON, MA 02474	25-27-#2 PRESCOTT ST 63.A-6-2.D BROWN WINTHROP ONG MARIA T 25 PRESCOTT STREET UNIT 2 ARLINGTON, MA 02474	25-27-#1 PRESCOTT ST 63.A-6-2.E GESTA STEPHANE & SARAH 27 PRESCOTT STREET UNIT 1 ARLINGTON, MA 02474	18 PRESCOTT ST 50.A-3-18.0 SMITH DANIEL 18 PRESCOTT ST ARLINGTON, MA 02474
20 PRESCOTT ST 50.A-3-20.0 OKUMURA LEAH VASILYEV SERGEY 20 PRESCOTT ST ARLINGTON, MA 02474			

I hereby certify that this list
has been prepared in accordance with
Chapter 40A, Sec 11 of MGL.

Board of Assessors
Date
4/6/2015
Robert E. Greeley
[Signature]

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 14, 2015

Dennis Regan
National Grid
40 Sylvan Road
Waltham, MA 02451

Re: Prescott Street

Dear Mr. Regan:

The Board of Selectmen will be discussing your petition to install and maintain approximately 110 ft., more or less of 4 inch gas main in Prescott Street on Monday, April 27, 2015 at 7:00 p.m., Selectmen's Chambers, 2nd Floor, Town Hall, 730 Massachusetts Avenue. You are invited to be in attendance at this meeting.

Please confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Comcast Petition/635 Massachusetts Avenue to #2 Water Street

Summary:

Dennis Lawhorne, Project Manager, E B Rotondi & Sons
(all abutters notified)

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Engineering Recommendations, Comcast Request, Petition and Order, Map, Notice to Abutters, Comcast Representative Meeting Notice



Engineering Division

TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET
ARLINGTON, MA 02476

Phone: 781-316-3320
Fax: 781-316-3281

Permit Type: Grant of Location

Date: Friday, April 17, 2015

Applicant: Comcast

Site Location: #635 Mass Avenue to #2 Water Street

The Engineering Division has reviewed the attached petition by Comcast for consideration of a Grant of Location for the installation of conduit and manholes as indicated on the enclosed Engineering Design Sketch. Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Board of Selectmen should the Grant of Location be approved for this submittal.

Recommendations

1. This section of roadway is proposed to be reconstructed this year as part of the upcoming CLAMP Project and as such, poses scheduling concerns & impacts with this large-scale project. It would be preferable to have this proposed work completed prior to the CLAMP Project, but due to other construction projects in Town and limited staffing of Police Safety Details, our office has concerns that this can be accomplished in this strict timeline.
 - a. Due to ongoing National Grid work on Mystic Street as well as work commencing on the CLAMP Project, this work must be closely coordinated with the Arlington Police Department to ensure equipment & excavations do not impact traffic detouring from other projects in Town.
 - b. If proposed work can be completed prior to final paving through the CLAMP Project, backfilling shall be performed with flowable fill to eliminate the potential for settlement/cracking/early-failure within the CLAMP Project paving limits.
 - c. If proposed work cannot be completed prior to final paving through the CLAMP Project, additional pavement restorations/limits should be considered by the Board of Selectmen.
2. Notification shall be provided to all abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing abutters to forward questions and concerns regarding the project to the contractor or Comcast and shall include the appropriate contact information.

A copy of this abutter notification shall be provided to the Town Engineer for approval prior to distribution to the public. The final distribution list shall include the Town of Arlington DPW Dispatch Office, Town of Arlington Town Manager's Office, and the Engineering Division.
3. The proposed conduit installation shall be located/installed so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water and sewer rehabilitation etc.).
4. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times.
5. All traffic markings that are disturbed by the proposed construction activities, will need to be replaced/restored in-kind to the satisfaction of the Town Engineer.
6. All disturbances to curbing, grass strips, sidewalk, walkways, and roadway surfaces should be repaired in kind and to the satisfaction of the Town of Arlington Engineering Division. If any existing brick sidewalk is proposed to be removed, it shall be removed and replaced in full-width and in accordance with all current ADA, AAB, & Town of Arlington Standards/Regulations.

7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw wattles. Any sediment that enters the Town drainage system as a result of this work will be the sole responsibility of the contractor to remove.
8. Equipment, staging, and stockpiles shall not be located or stored so as to interfere with intersection sight lines. The Town prefers that all materials & equipment be located no closer than 50' to an intersection where practical.



RECEIVED
TOWN ENGINEERING DEPARTMENT
MAR 30 10 52 AM '15

March 1, 2015

Town of Arlington Engineering Department
Grove St
Arlington MA

Re: Proposed Comcast Conduit & Manhole Placement
635 Mass Ave to P/2 Water St
Arlington MA

Dear Sir:

Comcast respectfully requests a grant of location:

To place 1-4" PVC conduit in the public way from Int. of 635 Mass Ave in a westerly direction for a distance of 165' to a proposed 4'X4' pre cast manhole, then place a 4" PVC conduit 210' from the precast manhole in the public way in a westerly direction for a distance of 210' to the corner of Mass Ave and Water St, then proceed with the 4" PVC in a northerly direction in the public way for a distance of 110' to the utility pole marked P/2 on Water St.

This work is necessary to fulfill numerous requests for service at #635 Mass Ave, Arlington MA

Thank You for your prompt attention to this request. If you have any questions, please call Dennis Lawhorne (781-254-7534).

Respectfully,

A handwritten signature in blue ink, appearing to read "Dennis M. Lawhorne", is written over a horizontal line.

Dennis M. Lawhorne
Project Manager
E B Rotondi & Sons

cc. DPW-Engineering

RECEIVED
SELECTMEN'S OFFICE
APR 6 11 34 AM '15

PETITION FOR CONDUIT LOCATION

April 5, 2015

To the Board of Selectman Town of Arlington MA

Comcast of Southern New England, Inc. requests permission to lay and maintain underground conduits, manholes, hand holes, vaults and laterals, with the wires and cables to be placed therein, under the surface of the following public way or ways.

To place 1-4" PVC conduit in the public way from Int. of 635 Mass Ave in a westerly direction for a distance of 165' to a proposed 4'X4' pre cast manhole, then place a 4" PVC conduit 210' from the precast manhole in the public way in a westerly direction for a distance of 210' to the corner of Mass Ave and Water St, then proceed with the 4" PVC in a northerly direction in the public way for a distance of 110' to the utility pole marked P/2 on Water St.

Said location to be placed in accordance with plan Proposed Comcast Conduit installation 635 Mass Ave Arlington.

Also for permission to lay and maintain underground conduits, manholes, hand holes, vaults, laterals, cables and wires in the above or intersecting public was for the purpose of making connections with such poles, equipment and buildings as it may desire for distributing purposes.

Comcast of Southern New England Inc.

By 

Dennis M Lawhorne
Duly authorized
E B Rotondi & Sons Inc.
21 Manison St
Stoneham MA 02180
781-438-5005
781-254-7534 c

**ORDER FOR GRANT OF LOCATION FOR
WIRES, CABLES, POLES, PIERS, ABUTMENTS, CONDUITS OR FIXTURES**

WHEREAS, COMCAST (hereinafter known as the PETITIONER) has petitioned and has been granted permission to construct upon, along, under or across the public way(s) of the Town of Arlington MA.. the following:

To place 1-4" PVC conduit in the public way from Int. of 635 Mass Ave in a westerly direction for a distance of 165' to a proposed 4'X4' pre cast manhole, then place a 4" PVC conduit 210' from the precast manhole in the public way in a westerly direction for a distance of 210' to the corner of Mass Ave and Water St, then proceed with the 4" PVC in a northerly direction in the public way for a distance of 110' to the utility pole marked P/2 on Water St.

AND WHEREAS, notice has been given and a hearing held on _____ said petition as provided by law;
NOW THEREFORE BE IT

ORDERED that the PETITIONER be and hereby is granted permission by the Board of Selectmen to complete the construction described above, all in accordance with the following conditions:

1. PETITIONER shall locate and complete all work as shown by planes) dated _____ 03/25/15, and as may have been amended by the City.
2. PETITIONER shall comply with the requirements of existing ordinances and such as may hereafter be adopted governing the construction.
3. PETITIONER shall perform all work to the requirements and satisfaction of the Department of Public Works or other such officer(s) as may be hereafter appointed by the City.

Approved by the Board of Selectmen on the _____ day of _____ ,
A True Record. Attest: _____ Date: _____
City Clerk

Certificate

I hereby certify that the foregoing Order was adopted by the Board of Selectmen on the _____ day of _____ , 2015 after due notice and public hearing as prescribed by Section 22 of Chapter 166 of the General Laws and any additions or amendments thereto, said public hearing held in the Town of Arlington MA on the _____ day of _____ , 2015 , and recorded with the records of Grant of Location Orders of said City, in Book _____ , Page _____ "

Certified. Attest: _____ Date: _____
City Clerk

NOTICE TO ABUTTERS

Town of Arlington

April 14, 2015

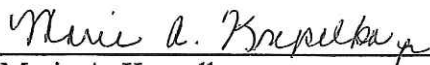
Dear Abutter:

You are hereby notified that a public hearing will be held at the Office of the Board of Selectmen, Town Hall, Arlington at **7:00 p.m.** on the **27th of April** upon the Petition of **Comcast of Southern New England, Inc.** for locations of conduits, dated **April 5, 2015**. Comcast respectfully requests your consent to lay and maintain underground conduits, manholes, hand holes, vaults and laterals, with the wires and cables to be placed therein, under the surface of the following public way or ways.

To place 1-4" PVC conduit in the public way from Int. of 635 Massachusetts Avenue in a westerly direction for a distance of 165' to a proposed 4'X4' pre-cast manhole, then place a 4" PVC conduit 210' from the precast manhole in the public way in a westerly direction for a distance of 210' to the corner of Massachusetts Avenue and Water Street, then proceed with the 4" PVC in a northerly direction in the public way for a distance of 110' to the utility pole marked P/2 on Water Street.

Said location to be placed in accordance with plan Proposed Comcast Conduit installation 635 Mass. Ave. Arlington.

Also for permission to lay and maintain underground conduits, manholes, handholes, vaults, laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles, equipment and buildings as it may desire for distributing purposes.



Marie A. Krepelka
Board Administrator

6-8 WATER ST 50.0-6-3.0 HSU CHENG-PEI & MAGGIE W 3 OAK KNOLL LINCOLN, MA 01773	4 WATER ST 50.0-6-4.0 CANDELAS ALEXANDRA CANDELAS GUSTAVO 108 IRVING STREET ARLINGTON, MA 02476	673-683 MASS AVE 50.0-6-5.0 RAMSEY RICHARD/TRUSTEE C/O WT PHELAN INSURANCE 645R MASS AVENUE REALTY TR ARLINGTON, MA 02476	LOT--- MASS AVE 50.0-7-1.0 TOWN OF ARLINGTON SELECTMEN 730 MASS AVE ARLINGTON, MA 02476
633-1 MASS AVE 50.0-7-3.0 MEGUERDITCHIAN RICHARD 397A MAIN STREET MEDFORD, MA 02155	LOT--- MASS AVE 50.0-7-4.A TOWN OF ARLINGTON SELECTMEN 730 MASS AVE ARLINGTON, MA 02476	645-651 MASS AVE 50.0-7-7.0 KEY WEST REALTY LLC C/O W.T. PHELAN INSURANCE 645R MASS AVENUE ARLINGTON, MA 02476	
655 MASS AVE 50.0-7-8.0 BANK OF AMERICA ATT: CORPORATE REAL ESTATE 101 NORTH TRYON STREET NC1-001-03-81 CHARLOTTE, NC 28246	659-671 MASS AVE 50.0-7-9.0 BLUMSACK CHARLES E/ETAL CANZANO RICHARD M TRUSTEES 36 COMMERCE WAY WHITEACRE REALTY TRUST WOBURN, MA 01801	LOT--- MASS AVE 50.0-7-6.0 BANK OF AMERICA ATT: CORPORATE REAL ESTATE 101 NORTH TRYON STREET NC1-001-03-81 CHARLOTTE, NC 28246	LOT000 RAILROAD AVE 50.0-7-13.B TOWN OF ARLINGTON PARK LOT 730 MASS AVE ARLINGTON, MA 02476
14-#1 WATER ST 50.A-6-1.0 TRYON MARGARET 14 WATER STREET UNIT 1 ARLINGTON, MA 02476	14-#2 WATER ST 50.A-6-2.0 MUKHERJI SOMNATH MANDAL MONALISA 14 WATER STREET UNIT 2 ARLINGTON, MA 02476	12-#1 WATER ST 50.A-6-12.1 DULGARIAN JEFFREY M 1 HARVEST CIRCLE UNIT 105 LINCOLN, MA 01773	12-#2 WATER ST 50.A-6-12.2 WUINEE DAVID R 12 WATER STREET UNIT 2 ARLINGTON, MA 02476
12-#3 WATER ST 50.A-6-12.3 MILLS ANDREW G MILLS CHRISTOPHER 262 HIGH STREET WINCHESTER, MA 01890	18-#1 WATER ST 50.A-5-18.1 RUTLEDGE EDWARD M WRIGHT ALEXANDRA 18 WATER STREET UNIT 1 ARLINGTON, MA 02476	18-#2 WATER ST 50.A-5-18.2 BENNETT PAULA B ZOCK ROBERT A JR/TRUSTEES 18 WATER STREET, UNIT 2 BENNETT ARLINGTON RLTY TR ARLINGTON, MA 02476	

I hereby certify that this list
has been prepared in accordance with
Chapter 40A, Sec 11 of MGL.

David E. Greeley
 David E. Greeley
 Board of Assessors
 Date

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 14, 2015

Dennis Lawhorne
E.B. Rotondi & Sons Inc.
21 Manison Street
Stoneham, MA 02180

Re: Massachusetts Avenue and Water Street

Dear Mr. Lawhorne:

The Board of Selectmen will be discussing your petition for Comcast of Southern New England dated April 5, 2015 for locations of conduits on Monday, April 27th at 7:00 p.m., Selectmen's Chambers, 2nd Floor, Town Hall, 730 Massachusetts Avenue. You are invited to be in attendance at this meeting.

Please confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Food Vendor License

Summary:

Fenway Market, 203 Broadway, Samir Shaikh

ATTACHMENTS:

Type	Description
 Reference Material	Inspection Report with application

LICENSE APPLICATION REPORT

Type of License Food Vendor

Name of Applicant: Samir Shaikh d/b/a Fenway Market

Address: 203 Broadway

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

INSPECTOR COMMENTS:

April 16, 2015

On Thursday, April 16, 2015 at 12:00 PM, I called and spoke with Samir Shaikh regarding this application for a Food Vendor License for the Fenway Market, located at 203 Broadway. Mr. Shaikh stated that this would be his second business opening with the same name of Fenway Market. Mr. Shaikh stated he owns the other business in Boston. Mr. Shaikh stated that he will be working and running the day to day operations in the store. Mr. Shaikh stated that he would be serving coffee and selling tobacco/Ma. Lottery in the store. Mr. Shaikh stated that he has a clean criminal history and does carry firearms. Through my investigations I found several incidents from out of town Police Departments that have cause to further investigation by the Selectmen's Office. I have passed along this information on to the Selectmen's Office for further review of Mr. Shaikh's application.

I advised Mr. Shaikh that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is aware of law enforcement or public safety reasons to object to the Change of Food Vendor License for Fenway Market.

Respectfully Submitted,
Detective Edward DeFrancisco

APPLICANT SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: Samir Shaikh

Date: 4/23/15

"Proactive and Proud"

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, April 22, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicant's Name: Samir Shaikh
D/B/A: Fenway Market
Telephone: 617 849-3901
Department: Sent via Email Date: 4/15/15

**MEETING DATE: APRIL 27, 2015
RE: FOOD VENDOR LICENSE**

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department: *Inspect and maintain all time year*
Inspected By: *lights, Exits, Exit signs, Fire*
Protection and housekeeping

DC *[Signature]*

Applicant Section:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: Samir Shaikh

Date: 4/23/15



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Selectment
From: Natasha Waden, Health Compliance Officer
Date: April 23, 2015
RE: Board of Health Comments for Selectmen's Meeting on April 27, 2015:

Please accept the following as comments from the Office of the Board of Health:

Fenway Market- 203 Broadway
Food Vendor's License

- This office is currently reviewing the plan review application that was submitted for Fenway Market. A letter will be sent to the owner outlining the conditions of approval by the end of the week.
- Once the plans have been approved and conditions outlined in the approval letter have been met, this office will conduct a final inspection before a permit to operate a food establishment will be issued.
- It is the owner's/manager's responsibility to ensure that the establishment complies with 105 CMR 590.000 (1999 Food Code)

Applicant Section:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: Samir Shaikh

Date: 4/23/15

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is Due at the office of the Board of Selectmen by,
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicants Name: Samir Shaikh
D/B/A: Fenway Market
Telephone: 617 849-3901
Department: Sent E-mail

Date: 4/22/2015

Report Filed By: Michael F. Byrne, Director of Inspectional Services
Arthur F. Rouse, Inspector of Wires
Kenneth McConnell, Inspector of Plumbing & Gasfitting

Departments:

Re: FOOD VENDOR LICENSE

Fire
Police
Board of Health
Building, Wiring, Plumbing

Building

All building changes need permits.
All sign changes need approval and sign permit.
Window signs cannot exceed 25% of window or fines will be levied.
Certificate of Occupancy is needed - \$100 fee.
The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.
All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.
The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 31..

I have received the above report and knowledge said inspection, I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: Samir Shaikh

Date: 4/23/15

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by April 8th, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicant's Name: Samir Shaikh
D/B/A: Fenway Market
Telephone: 617 849-3901
Department: Sent E-mail
Date: 4/15/15

MEETING DATE: APRIL 27, 2015

Departments: *Ted Fields 4.17.2015*

Re: FOOD VENDOR LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is a 700 square foot convenience store selling packaged food for consumption on and off the premises. There is no proposed seating for patrons, no assigned on-street parking and one (1) off-street parking spaces. It is a small enterprise serving the residential neighborhoods abutting the Broadway corridor (zone B2) between East Arlington and Arlington Center. Given its location on Broadway in the midst of a small commercial strip, it is an appropriate type of business for this setting.

The Dept. of Planning and Community Development has no objection to the issuance of a Food Vendor license as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: Samir Shaikh
Date: 4/23/15

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

(781) 316-3020
(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☐ COMMON VICTUALLER LICENSE

☒ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 203- Broadway, Arlington
Name of Applicant Samir Shaikh
Corporate Name (if applicable) Zamzam India Inc
D/B/A Fenway Market
Date April 8th 2015

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Samir Shaikh

Signature Name _____

Phone: 617-849-3901 Email: kaishsamir@yahoo.com

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name Samir Shaikh Name _____
Address 1374-Broadway, Apt #9C Address _____
City Somerville Zip 02144 City _____ Zip _____
DESCRIPTION OF APPLICANT DESCRIPTION OF APPLICANT
Born in the U.S., Yes _____ No X Born in the U.S., Yes _____ No _____
Born Where Valsad, India Born Where _____
Date of Naturalization Oct 22nd 2009 Date of Naturalization _____
Male or Female M Male or Female _____
Date of birth [REDACTED] Date of birth _____
Height 5 ft. 8 in. Height _____ ft. _____ in.
Weight 165 Weight _____
Complexion Brown Complexion _____
Hair Black Eyes Brown Hair _____ Eyes _____
Mother's Name Jubeda Shaikh Mother's Name _____
Father's Name Basir Shaikh Father's Name _____
Wife's Maiden Name Jilla Wife's Maiden Name _____
Photo 1 inch by 1 inch



The Establishment shall operate as:

☐ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☐ Corporation Based in _____
(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President Samir Shaikh, 7B-Kilmarnock st, Boston, MA 02215
Secretary _____
Treasurer _____

Name

Address

Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ___ No ☒

Lunch

Yes ___ No ☒

Dinner

Yes ___ No ☒

Do you own the property? Yes ___ No ☒ Tenant At Will ___ Lease 10 years

Hours of Operation:

Day MON - Sat Hours 5:30 am - 9:00 p.m

Day Sun Hours 9 am - 6 p.m

Day ___ Hours ___

Floor Space 700 Sq. Ft. Seating Capacity (if any) 6

Parking Capacity (if any) 1 spaces Number of Employees 0

List Cooking Facilities (and implements)

N/A

Will a food scale be in use for sale of items to the public? Yes ___ No ☒

Will catering services be provided by you? Yes ___ No ☒

A copy of the following items must be submitted with the application:

- ✓ 1. Layout Plan of Facility & Fixtures
- ✓ 2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)
- ✓ 3. Outside Facade and Sign Plan (dimensions, color)
- ✓ 4. Menu
- ✓ 5. Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ _____

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ___ No ___

APPLICANT'S RESUME

Food Business Experience of Applicant

From _____	to _____
Employee _____	D/B/A _____
Sole Owner _____	Location _____
Partnership _____	Type Food _____
Corporation _____	Number of Employees _____

From _____	to _____
Employee _____	D/B/A _____
Sole Owner _____	Location _____
Partnership _____	Type Food _____
Corporation _____	Number of Employees _____

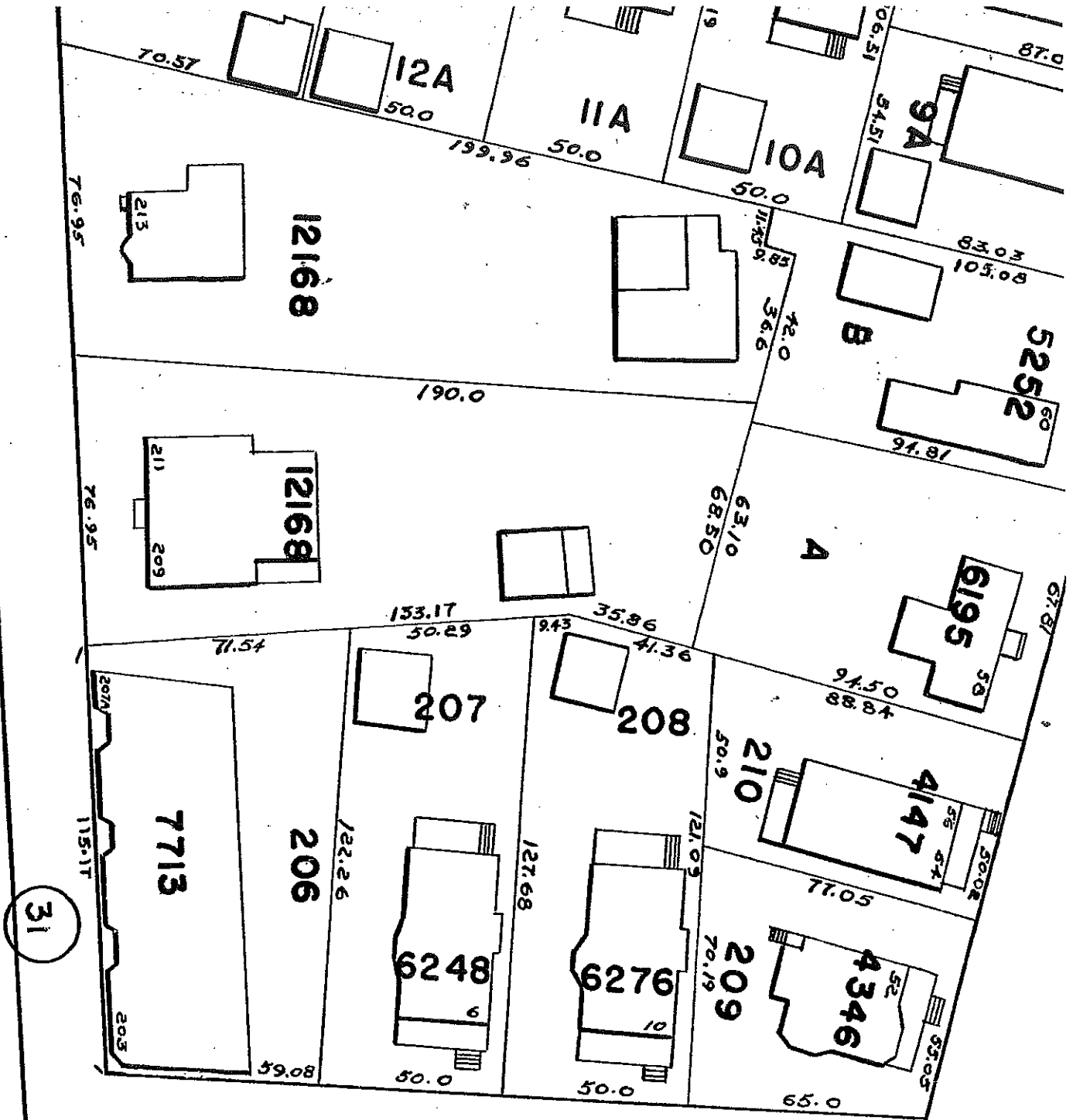
List any other information that you feel will assist in the review of this application.

REFERENCES

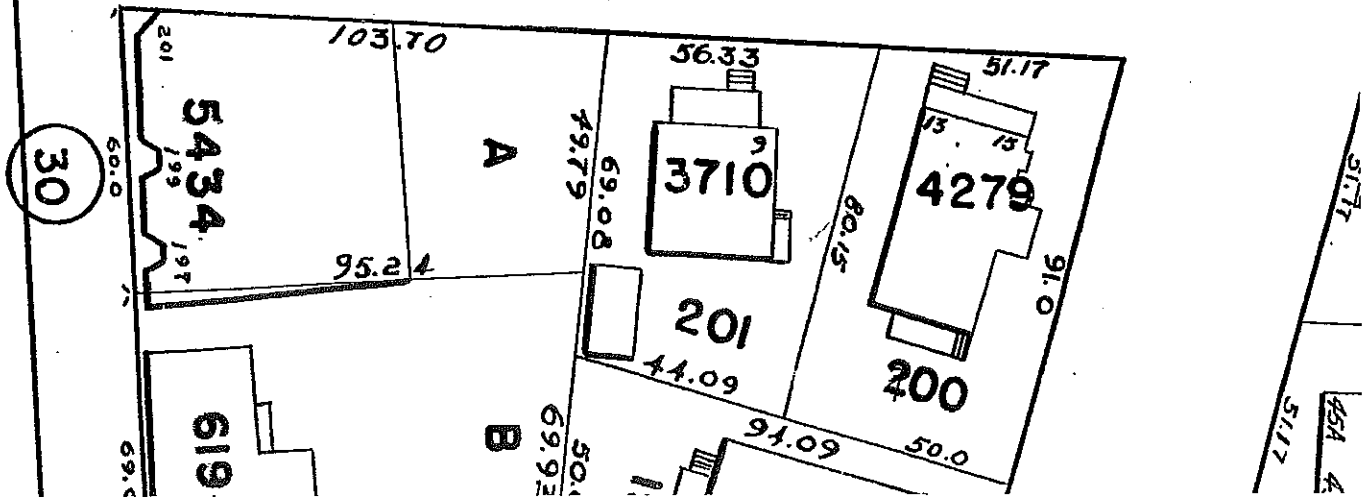
Bank <u>TD Bank</u>	Type Account <u>Personal</u>	Business <u>X</u>
Address <u>235 Alwite Brook Pkwy</u> Phone <u>617-498-3294</u>		
Account Number <u>[REDACTED]</u>	Contact <u>lawyer</u>	
Personal Reference <u>Mehboob Chikhalia</u>		
Address <u>12 Ashland St, Medford</u> Phone <u>617-680-2357</u>		
Prior Employer <u>FENWAY MARKET</u>		
Address <u>76 Kilbarnock St</u> Phone <u>617-266-0987</u>		
Number of years employed <u>3-8m</u>	From <u>2011</u>	To <u>Current</u>
Contact <u>Samir Shaikh</u>	Position Held <u>OWNER</u>	
Other _____		

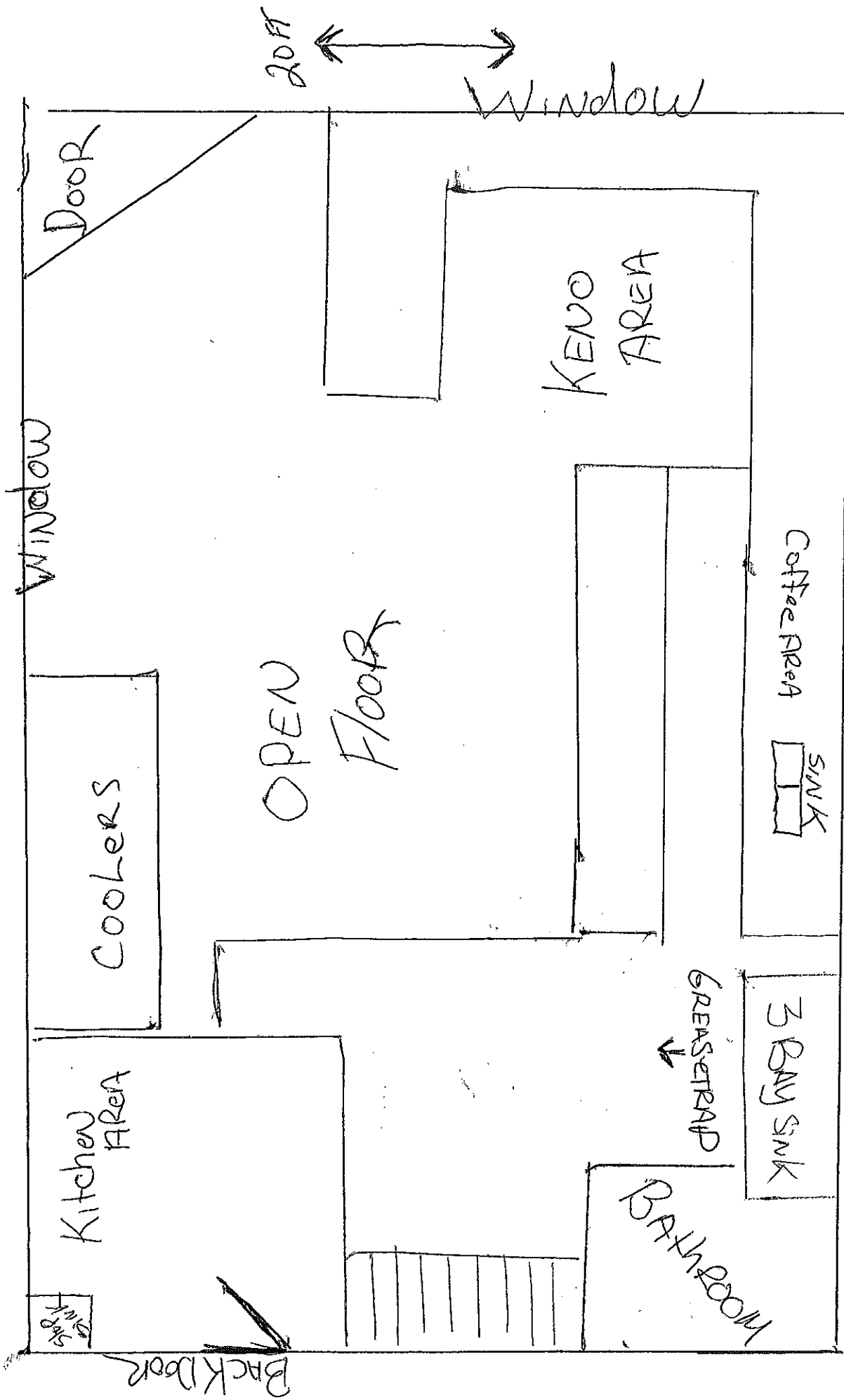
Name

Address



RAWSON







Menu

Reg. Coffee - \$1.50

Cold Coffee - \$1.50

Light Cream

Milk

Maintenance Program

Respected the Board of Selectmen,

I Samir Shaikh is planning to purchase and operate a JR's Variety Grocery and coffee shop at 203 Broadway, Arlington. Please see below maintenance plan I foresee for the facility.

- Best Practices for maintaining a clean and safe environment for our customers and employees such as training employees for daily moping the ground space with biosurfactant which is both health and environmental friendly.
- Training on proper cleaning and sanitizing procedures; assisting with general health compliance with Health Department Regulations.
- Floor Maintenance training for in-house employees.
- Floor chemical support and selection to match maintenance schedule; maximizing the appearance of your floors.
- Installation of dispenser conversions for new use-controlled dispensing for chemicals, skin care, towel, and tissue needs.
- Sourcing packaging supplies for all your new or alternative takeout, and beverage items.



Town of Arlington, Massachusetts

Hearing: Report of Underage Alcohol Sales

Summary:

a) Menotomy Beer & Wine, Inc.
80 Broadway, Mary Parent, Manager

b) Sagar Restaurant Corp., d/b/a Punjabi Tadka
444 Massachusetts Ave., Anil Kumar, Manager

ATTACHMENTS:

Type	Description
☐ Reference Material	Town Counsel Reference, Certified Mail sent to Punjabi Tadka and Menotomy Beer & Wine



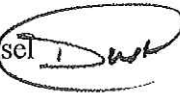
**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Board of Selectmen

Cc: Adam Chapdelaine, Town Manager
Frederick Ryan, Chief of Police
Christine Connolly, Director of Health and Human Services

From: Douglas Heim, Town Counsel 

Date: April 23, 2015

Re: Additional Alcohol Compliance Checks 2015

On March 12, 2015, the Police Department conducted a second round of alcohol compliance checks on fifteen (15) additional Arlington establishment licensed to sell alcoholic beverages (11 restaurants and 4 package stores) as part of its 2015 Compliance Check operations. The March 12, 2015 operation is detailed in Incident Report ##15005677), a copy of which is attached hereto. One (1) of the tested restaurants, and one (1) of the tested package stores failed the compliance checks by serving alcoholic beverages to underage operatives who volunteered for the Police Department's compliance operation.

These establishments found to have served/sold beverages to the operatives as detailed in the Incident Report are as follows:

- Punjab Tadka
444 Massachusetts Avenue; and
- Menotomy Beer and Wine
80 Broadway

Each of the licensed establishments who failed the compliance checks were notified by first-class mail and certified mail, return receipt requested, to appear at the Board's April 27, 2015 Hearing concerning the alleged violations.

The events set forth in the attached incident report, if true, demonstrate a violation of the state liquor licensing law and the regulations of the Alcohol Beverages Control Commission ("ABCC"). Specifically, Section 34 of Chapter 138 prohibits the sale or delivery of alcoholic beverages to a person under 21 years of age. The ABCC regulation located at 204 C.M.R. 2.05(2) prohibits any illegality (such as a violation of Section 34) on licensed premises.

If, after a hearing, the Board concludes that violations of the law occurred, it may decide to "modify, suspend, revoke, or cancel" the liquor license of these two establishments. See G.L. c. 138, § 23. Upon information and belief, neither of the establishments at issue previously failed a compliance check. As such, the Board's Alcohol Licenses and Regulations, recently revised on January 12, 2015, suggest a 3-5 day license suspension for a first offense of serving alcohol to an underage person in either a restaurant or a package store. If the Board does decide to suspend these licenses, I note that under the Board's revised policy, the suspensions should begin on the same day of the week as the offense occurred following the Board's approval of a written decision developed by this Office.

**ARLINGTON POLICE
ARLINGTON, MA**INCIDENT # / REPORT #

15005677 / 1

OFFICER

PORCIELLO

RANK

INSP

REVIEW STATUS

APPROVED

INCIDENT #15005677 DATA

As Of 03/12/2015 20:37:14

BASIC INFORMATIONCASE TITLE

ALCOHOL COMPLIANCE CHECKS

LOCATION

112 MYSTIC ST

APT/UNIT #DATE/TIME REPORTED

03/12/2015 16:24:34

DATE/TIME OCCURRED

On or about 03/12/2015 16:24

INCIDENT TYPE/OFFENSE

ASSIST

[NO PERSONS]

[NO OFFENDERS]

[NO VEHICLES]

[NO PROPERTY]

OFFICER REPORT: 15005677 - 1 / PORCIELLO (INSP)DATE/TIME OF REPORT

03/12/2015 16:24:34

TYPE OF REPORT

INCIDENT

REVIEW STATUS

APPROVED

NARRATIVE

On March 12, 2015, I, Inspector Porciello along with Inspector Fennelly conducted several checks of restaurants and liquor stores with licenses to serve alcohol in Arlington. We worked with 1 female and 1 male whom were each under the age of 21. Prior to conducting the checks the male and female were both breathalyzed by Officer Smith and both blew 0.00. The male and female were both photographed and they were given alcohol compliance program release forms along with the recommended guidelines for conducting underage sting operations. Both parties read, reported that they understood and signed the forms and I signed as the witness. Both parties removed all money and forms of identification that they had. Their money and identification cards were secured in the CIB. The photographs of the operatives have been attached to this report.

I was given 70 dollars in cash. The following are the results of our compliance checks.

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alcohol was served.

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Once back at the station the receipt from Punjab Tadka was bagged as evidence and labeled. The receipt and six pack were placed in evidence locker 11 and the key was dropped. The operatives were again breathalyzed by Officer Smith and again both blew 0.00. The operative's property was returned to them.

The remaining \$50.38 was returned.

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

March 25, 2015

By Certified Mail, Return Receipt Requested
& By First Class Mail

Mr. Anil Kumar, Manager
Sagar Restaurant Corp., d/b/a Punjabi Tadka
444 Massachusetts Avenue
Arlington, MA 02474

Licensee:	Sagar Restaurant Corp., d/b/a Punjabi Tadka
Licensed Premises:	444 Massachusetts Avenue
License No.:	003000019
License Type:	Restaurant Liquor License (Sale of Alcoholic Beverages to be Consumed on the Premises)
Expiration Date:	December 31, 2015

Dear Mr. Anil Kumar:

In accordance with G.L. c. 138, §§ 23, 64, the Board of Selectmen, as the liquor licensing authority for the Town of Arlington, is hereby notifying you of its intention to hold a hearing to consider a report of underage sales on the above-referenced premises. If, following the hearing, the Board concludes that the alleged violations occurred, it may impose sanctions, including but not limited to modification, suspension, revocation, or cancellation of the above-referenced license. The hearing has been scheduled for **April 27, 2015, at 7:00 pm in the Selectmen's Chambers.**

The alleged violations occurred on or about March 12, 2015, when the Arlington Police Department conducted an alcohol compliance check on the premises. A police report describing this operation is enclosed for your information. The facts detailed in this police report would establish a violation of G.L. c. 138, § 34, which prohibits delivery of alcoholic beverages to individuals under the age of 21, as well as 204 C.M.R. 2.05(2), which prohibits any illegality on licensed premises.

If you choose, you may be represented by legal counsel at the April 27, 2015, hearing. You may also submit testimony and exhibits for the Board's consideration. If you have any administrative questions, you may contact Board staff at the number listed above.

Very truly yours,


Marie A. Krepelka
Board Administrator

enc.

cc: Frederick Ryan, Chief of Police Services
Juliana Rice, Town Counsel

**ARLINGTON POLICE
ARLINGTON, MA****INCIDENT # / REPORT #**
15005677 / 1**OFFICER**
PORCIELLO**RANK**
INSP**REVIEW STATUS**
APPROVED**INCIDENT #15005677 DATA**

As Of 03/12/2015 20:37:14

BASIC INFORMATION**CASE TITLE**
ALCOHOL COMPLIANCE CHECKS**LOCATION**
112 MYSTIC ST**APT/UNIT #****DATE/TIME REPORTED**
03/12/2015 16:24:34**DATE/TIME OCCURRED**
On or about 03/12/2015 16:24**INCIDENT TYPE/OFFENSE**
ASSIST

[NO PERSONS]

[NO OFFENDERS]

[NO VEHICLES]

[NO PROPERTY]

OFFICER REPORT: 15005677 - 1 / PORCIELLO (INSP)**DATE/TIME OF REPORT**
03/12/2015 16:24:34**TYPE OF REPORT**
INCIDENT**REVIEW STATUS**
APPROVED**NARRATIVE**

On March 12, 2015, I, Inspector Porciello along with Inspector Fennelly conducted several checks of restaurants and liquor stores with licenses to serve alcohol in Arlington. We worked with 1 female and 1 male whom were each under the age of 21. Prior to conducting the checks the male and female were both breathalyzed by Officer Smith and both blew 0.00. The male and female were both photographed and they were given alcohol compliance program release forms along with the recommended guidelines for conducting underage sting operations. Both parties read, reported that they understood and signed the forms and I signed as the witness. Both parties removed all money and forms of identification that they had. Their money and identification cards were secured in the CIB. The photographs of the operatives have been attached to this report.

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730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

March 25, 2015

By Certified Mail, Return Receipt Requested
& By First Class Mail

Mary Parent, Manager
Menotomy Beer & Wine, Inc.
80 Broadway
Arlington, MA 02474

Licensee:	Menotomy Beer & Wine, Inc.
Licensed Premises:	80 Broadway
License No.:	003000046
License Type:	Package Store License
Expiration Date:	December 31, 2015

Dear Ms. Mary Parent:

In accordance with G.L. c. 138, §§ 23, 64, the Board of Selectmen, as the liquor licensing authority for the Town of Arlington, is hereby notifying you of its intention to hold a hearing to consider a report of underage sales on the above-referenced premises. If, following the hearing, the Board concludes that the alleged violations occurred, it may impose sanctions, including but not limited to modification, suspension, revocation, or cancellation of the above-referenced license. The hearing has been scheduled for **April 27, 2015, at 7:00 pm in the Selectmen's Chambers.**

The alleged violations occurred on or about March 12, 2015, when the Arlington Police Department conducted an alcohol compliance check on the premises. A police report describing this operation is enclosed for your information. The facts detailed in this police report would establish a violation of G.L. c. 138, § 34, which prohibits delivery of alcoholic beverages to individuals under the age of 21, as well as 204 C.M.R. 2.05(2), which prohibits any illegality on licensed premises.

If you choose, you may be represented by legal counsel at the April 27, 2015, hearing. You may also submit testimony and exhibits for the Board's consideration. If you have any administrative questions, you may contact Board staff at the number listed above.

Very truly yours,

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

enc.

cc: Frederick Ryan, Chief of Police Services
Juliana Rice, Town Counsel

**ARLINGTON POLICE
ARLINGTON, MA****INCIDENT # / REPORT #**
15005677 / 1**OFFICER**
PORCIELLO**RANK**
INSP**REVIEW STATUS**
APPROVED**INCIDENT #15005677 DATA**

As Of 03/12/2015 20:37:14

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The remaining \$50.38 was returned.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Sagar Restaurant / Punjabi Tadka
444 Massachusetts Avenue
Arlington, MA 02474
ATTN: Anil Kumar

2. Article Number

(Transfer from service label)

7013 0600 0000 4701 2247

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-154

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

☐ Agent☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

☒ Certified Mail☐ Express Mail☐ Registered☐ Return Receipt for Merchandise☐ Insured Mail☐ C.O.D.

4. Restricted Delivery? (Extra Fee)

☐ Yes

SENDER: COMPLETE THIS SECTION

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- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Menotomy Beer & Wine
80 Broadway
Arlington, MA 02474
ATTN: Mary Parent

2. Article Number

(Transfer from service label)

7013 0600 0000 4701 3282

PS Form 3811, February 2004

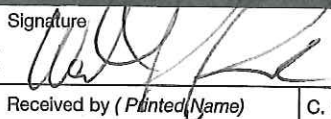
Domestic Return Receipt

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4. Restricted Delivery? (Extra Fee)

☐ Yes



Town of Arlington, Massachusetts

For Approval: Ice Cream Fundraiser for Dana Farber Cancer Institute, Jefferson Cutter House Lawn, May 16, 2015, 12:00 p.m. - 4:00 p.m.

Summary:

Shivam Rastogi, The AHS Gives Committee and Biology Club

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Student Letter

To,

The Board of Selectman,

Attn. - Ms. Kre Pelka,

730 Massachusetts Avenue,

Arlington, MA-02476

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476
APR 21 11 30 AM '15

SUB: Request for permission to use the park on 611 Mass. Ave.,

on May 16th, from 12:00-4:00

Dear Sirs,

We are pleased to announce one of Arlington High's most ambitious endeavors to date. A group of proactive students, and Dr. Elizabeth Scott, the AP biology teacher at Arlington High School, have committed to raising money with the Jimmy Fund for cancer research through a town-wide campaign. The event, inspired by The Jimmy Fund's annual Scooper Bowl, will consist of a day-long ice cream festival during which we will scoop our hearts out to raise money for research and care at the Dana Farber Cancer Institute (DFCI) in Boston. We plan to appeal to local businesses across the town for ice cream donations and to create a joyous festival atmosphere. The money that will be donated to DFCI will be sourced from a charge of \$5 per person, in exchange for all the ice cream they can eat.

On May 16th, 2015 from 12:00pm to 4:00pm, we hope to make this proposal a reality. Our goal is to inspire community support for the cause and to raise money for DFCI, especially since several members of our community are currently battling cancer. However, to make this event possible we are looking for a venue on which to hold it. We believe that holding it in the Arlington Center will make the event more easily accessible and successful, so we were wondering if it would be possible to get permission to use the park on May 16th, from 12:00-4:00, in front of the Cyrus E. Dallin Museum, 611 Massachusetts Avenue. We thank you greatly for your time, and we hope to rally your support in the ongoing fight against cancer!

Most Sincerely,



Shivam Rastogi

The AHS Gives Committee and Biology Club

617-852-4059

srastogi2016@spyponders.com



Town of Arlington, Massachusetts

For Discussion: Article 33 - Arlington Human Rights Commission

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	Description
 Reference Material	Memorandum to Board



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Article 33 – Response to Recommended Vote of Finance Committee

Date: April 23, 2015

As the Board is aware, Article 33 on this year's warrant is requesting an appropriation to fund the position of Executive Director to the Arlington Human Rights Commission (AHRC). Under this agenda item, I would like to briefly discuss my strategy for addressing this matter.

For the Board's reference, I have provided the section of the AHRC's enabling bylaw that discusses the position of Executive Director.

"Executive Director: Before appointing an Executive Director, the Town Manager shall obtain the approval of the Board of Selectmen and consider the recommendation of the Commission. The Executive Director shall be an employee of the Town and report to the Town Manager. The prospective Executive Director shall have demonstrable experience in human and civil rights, as well as proven ability to work cooperatively in a diverse community.

Subject to the direction of the Commission, the Executive Director shall be responsible for the overall administration of the Commission's activities and shall serve as its executive officer. The Executive Director shall have the power and duty to initiate activities designed to educate and inform the Town about the effects of prejudice, intolerance, and bigotry; to receive and/or initiate complaints and investigations of discriminatory practices as defined by local, state, and federal law; to report his/her findings to the Commission; and to attempt mediation of any complaint alleging discrimination under applicable local, state, and federal law when there is cause for such complaint."

As this is a financial article, the Finance Committee's recommended vote is as follows:

VOTED: **That the Board of Selectmen is requested to investigate the position of Executive Director of the Human Rights Commission and report its findings to the next Annual Town Meeting. The Board should determine the need for such a position and whether this position and its duties can be handled by an existing**

member of the Human Services staff. If the Board determines that this position is not needed for the Commission to fulfill its responsibilities, they are requested to submit necessary amendments to the Town bylaws eliminating the requirement for the Executive Director position.

COMMENT: The duties of Executive Director of the Human Rights Commission are currently handled by the Director of Human Services with money appropriated for direct staff support to the Commission included in Article 29. This situation has existed for many years and the Human Rights Commission has not requested additional funds for staff support or complained about the current management situation. This article is here because no one has been appointed officially to the Director position. The Finance Committee is recommending that the Town Manager and Board of Selectmen correct this situation. If it is corrected by the time this article is heard, the Finance Committee will move No Action on this article.

In response to this, I plan to attend the next meeting of the AHRC and begin a dialogue regarding the appropriate path forward. I would like to reach a common understanding of what the current staffing needs are and then determine the best way to address those needs. The ultimate outcome may include the formalization of the current responsibilities of existing staff and/or proposed modifications to the current bylaw. I will keep the Board informed as this dialogue progresses, and be prepared with any appropriate recommendations prior to next year's Town Meeting.

As always, I am happy to answer any questions that the Board may have in regard to this matter.



Town of Arlington, Massachusetts

For Discussion: Resolution - Mugar Property

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	Description
 Reference Material	Memorandum to Board



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

**730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov**

To: Board of Selectmen

From: Adam W. Chapdelaine, Town Manager

RE: Resolution – Mugar Property

Date: April 23, 2015

Under this agenda item, I would like to briefly inform the Board of a proposed strategy to utilize the Master Plan resolution to be considered by Town Meeting as a vehicle for attaining a statement from Town Meeting regarding the long standing desire of the Town to preserve the Mugar property.



Town of Arlington, Massachusetts

For Receipt: Amended Comptroller Position Description

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	Description
 Reference Material	Position Description

COMPTROLLER

Definition

The Comptroller has responsible fiscal and general management responsibilities developing and maintaining financial records and controlling cash flow of all town funds, preparing and reviewing budgetary materials, exercising budget control and serving as the municipal expert in the MUNIS accounting system; all other related work, as required.

Supervision

Works under the administrative direction of the Board of Selectmen, in accordance with applicable Massachusetts General Laws, town bylaws and established standards. The incumbent will be expected to report to the Board of Selectmen upon request in regard to financial matters of the Town, including but not limited to, year to date budget reports, financial statements, and audit related documents. The incumbent will also be subject to an annual performance review by the Board of Selectmen.

Performs a variety of complex and highly responsible duties requiring extensive judgment and initiative in planning, organizing, and directing the town's finances, as well as ensuring that all municipal transactions conform to law and sound municipal accounting practice.

Supervisory Responsibilities

Directly supervises full-time (currently four) employees, in addition to indirect supervision of full-time and part-time employees.

Work Environment

Work is performed under typical office conditions; work environment is quiet. The workload is subject to seasonal fluctuations, as well as unplanned events. The employee is required to respond to equipment-related emergencies. The employee is frequently required to attend evening meetings and meetings outside of normal business hours.

The employee operates standard office equipment and computers.

The employee has contact with town employees, town meeting members, committee members and vendors and minimal contact with the general public. Contact is by primarily telephone or e-mail.

The employee has access to department-related confidential information, including personnel files, bid documents, law suits, criminal investigations and collective bargaining negotiations.

Errors could result in delay or loss of service, monetary loss, and legal repercussions.

Essential Duties and Responsibilities

The essential functions or duties listed below are intended only as illustrations of the

As amended April 2015

*Arlington, Massachusetts
Comptroller*

various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Works cooperatively with the Town Manager, Deputy Town Manager, School Chief Financial Officer, and other Town and School financial officials in the day to day management of Town and School finances.

Manages the daily operation of the Comptroller's office, including supervision of professional and administrative staff; disciplines and evaluates the performance of staff; provides training to staff to ensure maximum efficiency.

Reviews and approves bills, drafts, purchase orders and payroll to ensure proper calculations, correct appropriation charges in accordance with town meeting votes, and ensure against fraudulent, unlawful or excessive payments; verifies and draws warrants upon town treasury for payment.

Oversees and maintains a complete set of records of account appropriations, expenditures, revenues, assessments and abatement according to statutes, bylaws and regulations; maintains storage of documents in accordance with record retention laws; examines and retains custody of all town contractual agreements; maintains a register of surety bonds of indemnity turned over to the town and maintains debt management records; maintains current knowledge of all related laws and regulations.

Prepares and distributes recurrent or special reports to comply with administrative orders, federal and state grants, and similar requirements.

Coordinates the annual municipal audit.

Provides guidance to all town departments and agencies on operation procedures in financial management; briefs responsible officials on proper submittal of bills and invoices; provides town officials with periodic balances in appropriation and other accounts. Works closely with financial leadership of the Town in the Tax Recapitulation process including preparation of all appropriation and fund balance information.

Develops budget classification systems and provides assistance to department heads and other agencies in preparing annual budget requests and salary projections; provides assistance on proper budgetary controls, including furnishing current data.

In cooperation with other Town Departments manages all town/school telecommunications equipment to ensure reliable and up-to-date service. Works cooperatively with the Chief Information Officer in the investigation, development and transition to new telecommunications technologies.

Serves as an ex-officio member of the Contributory Retirement System Board.

As amended April 2015

*Arlington, Massachusetts
Comptroller*

Serves on the Capital Planning Committee and other committees as required.

Performs other similar or related duties, as required or as situation dictates.

Recommended Minimum Qualifications

Education and Experience

Bachelor's Degree in finance, accounting or a related field; five years of experience in municipal or governmental accounting and law, including supervisory experience; or an equivalent combination of education and experience. Ability to obtain and maintain status as a Certified Governmental Accountant.

Knowledge, Ability and Skill

Thorough knowledge of municipal accounting principles and practices and budgetary functions; thorough knowledge of the organization and operation of town departments and of legal controls over municipal finance in the Commonwealth.

Ability to analyze and interpret financial data and to present findings clearly in written and oral form. Ability to prepare and manage budgets. Ability to establish and maintain cooperative relationships with subordinates, town officials and governmental representatives. Ability to work independently and exercise judgment.

Skill and accuracy in working with numbers and detail. Diagnostic and problem-solving skills. Excellent computer skills including, MUNIS, word processing, and spreadsheet applications; exceptional knowledge and expertise in municipal accounting systems including the ability to produce specific and generalized reports. Excellent organizational skills.

Physical Requirements

Minimal physical effort is required to perform duties under typical office conditions; the employee may be required to move files and computer equipment. The employee is frequently required to sit, speak and hear and use hands to operate equipment. Vision requirements include the ability to read routine and complex documents and use a computer.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.



Town of Arlington, Massachusetts

Symmes Fund Reporting

Summary:

Peter Fuller, 7 Kilsythe Road - Be Rec'd

ATTACHMENTS:

Type	Description
 Reference Material	Peter Fuller E-mail

Covered Rec.
Page 1 of 2
4/27/15

From: Peter Fuller <pfuller7k@gmail.com>
To: Marie Krepelka <mkrepelka@town.arlington.ma.us>, sgilligan@town.arlington.ma.us
Date: 04/09/2015 09:10 AM
Subject: To Selectmen and Treasurer: Symmes Fund reporting

Dear Selectmen and Treasurer,

As you may know, pursuant to special state legislation enacted in 2006, the Town established a special Symmes fund, which now receives tax revenue from the redeveloped Symmes Hospital site and pays the Town's costs of servicing debt related to the site. Policy for this Symmes fund was discussed at the December 8, 2014 meeting of the Board of Selectmen.

This legislation specifically requires that "The treasurer and the board of selectmen shall make an annual report to the town meeting of all activity in the fund." I do not recall such reporting over the past several years. I hope that a full reporting of Symmes fund activity will be provided to the upcoming Annual Town Meeting.

Full text of the special legislation is below my signature.

Congratulations to Mr. Byrne and Mr. Curro on their recent reelection to the Board, and thank you all for your time and service to Arlington.

yours sincerely,
Peter Fuller
7 Kilsythe Road
Town Meeting member Precinct 20

--

Acts of 2006, Chapter 25:
<https://malegislature.gov/Laws/SessionLaws/Acts/2006/Chapter25>

An Act Authorizing the Town of Arlington to Establish a Special Account for the Symmes Conservation and Improvement Project

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding [chapter 44](#) of the General Laws or any other general or special law to the contrary, the town of Arlington shall establish a special account into which all proceeds generated by the sale of the former Symmes Hospital site and any other revenue, except building permit fees, including but not limited to profit sharing generated as part of the sale price, shall be deposited, as well as the portion of other revenues, including but

not limited to property taxes and fees, that the treasurer and the board of selectmen shall consider necessary in order to amortize the debt issued under the debt exclusion vote of March 31, 2001 and the January 16, 2002 special town meeting vote.

The treasurer of the town shall use this revenue to amortize current debt service for all bonds or bond anticipation notes authorized by the treasurer and the board of selectmen associated with the project without further appropriation. The treasurer shall apply all sale and revenue-sharing revenues, minus any escrow fund established for environmental remediation, to the debt principal as soon after receipt as possible. Other revenue deposited in the account in yearly amounts determined by the treasurer and the board of selectmen, including such surplus as they consider necessary, shall be used to pay the debt service costs (principal and interest), of the remaining debt and for no other purpose. Any revenues in the fund in excess of current year debt service requirements, including any reasonable surpluses, shall be returned to the General Fund. The account will be extinguished when all these debt expenses have been satisfied as determined by the director of the bureau of accounts who may exercise such other oversight that the director considers appropriate. Nothing in this act shall be construed to supersede the urban renewal plan placed upon the project.

The treasurer and the board of selectmen shall make an annual report to the town meeting of all activity in the fund.

SECTION 2. Notwithstanding chapter 59 of the General Laws or any other special or general law to the contrary, the principal and interest due in debt amounts authorized by the vote of the town on March 31, 2001 and of the town meeting on January 16, 2002 and expended in furtherance of these votes shall not be added to the tax rate except when the funds specified in section 1 are insufficient to amortize in any given year the maturing debt and interest. In that instance, the amount of the insufficiency shall be added to the tax rate.

SECTION 3. This act shall take effect upon its passage.

Approved February 15, 2006.



Town of Arlington, Massachusetts

Response to Request for Four-Way Stop at Intersection of Oakland Avenue, Gray Street and Cliff Street

Summary:

Howard Muisse, Chairman, Transportation Advisory Committee

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	TAC Recommendations
<input type="checkbox"/> Reference Material	Julia Edwards Request 9.26.14



TRANSPORTATION ADVISORY COMMITTEE

Arlington Planning Department, 730 Mass Ave,
Arlington MA, c/o Laura Wiener

To: Board of Selectmen, Arlington, MA
From: Transportation Advisory Committee (TAC)
Subject: Four-Way STOP at the Intersection of Oakland Avenue, Gray Street and Cliff Street
Reference: Letter of October 8, 2014 from the Board of Selectmen
Date: April 8, 2015

The Board of Selectmen forwarded a request to approve four-way STOP control at the intersection of Oakland Avenue, Gray Street and Cliff Street. In response to an earlier request from the Board of Selectmen and in coordination with the Engineering Department, the TAC recommended improvements for the intersection in July of 2011. The TAC considered a concept for four-way STOP control at that time but only recommended STOP control on the Gray Street and Cliff Street approaches. It was noted that extending the southeast corner so a STOP sign could be placed appropriately on the northbound Oakland Avenue approach would create a difficult right turn from Oakland Avenue to Gray Street and a much longer sidewalk at the corner to be shoveled when it snows. In addition, the southbound Oakland Street approach is on a steep uphill which would not be ideal to stop vehicles, especially during wet, icy or snowy conditions. The TAC report also stated, "Based on an evaluation of the effectiveness of the implemented recommendations, additional measures could be considered for this intersection, including an all-way stop."

The recommended improvements have been installed at the intersection. However, at the time of the current TAC review, the crosswalk warning signage had not been installed. The TAC recommends no further changes should be made at the intersection until all the earlier recommended improvements have been installed and in operation for a sufficient period of time to allow proper evaluation of their effectiveness. **Therefore, the TAC recommends No Action at this time to the request for four-way stop control.**

Respectfully submitted,

Howard Muise, TAC Chairman

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise, Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site; www.arlingtonma.gov/tac

On 9/26/2014 9:20:43 AM, System Generated Message:

Confirmation Message sent to: **Ms. Julia Edwards**

Subject: Arlington Request/Answer Center Request :: W049182-092614

Body:

Thank you. Your request has been submitted to the Arlington Board of Selectmen. You will receive a response, in most cases, within one business day.

9/26/2014 9:20:00 AM

Dear Board of Selectmen, I am a new Arlington resident living at 48 Oakland Ave. at the intersection of Gray and Oakland. I have two small children and there are many other kids living on Oakland and Elmore Streets. Cars drive extremely fast on Oakland Ave. since this is a frequently used 'shortcut'. Given the steepness of the hill and how fast people drive down it, I am concerned that a child will get hurt. (We had a recent scare with a ball rolling down the hill.) To improve safety, I would like to request the intersection of Gray and Oakland be made into a 4-way stop to help slow down traffic. Additionally, other signage alerting drivers to children in the area would be beneficial. Best Regards, Julia Edwards

JuliaEdwards

W049182-092614



Town of Arlington, Massachusetts

Response to Request to Review Proposed Renovations to Spy Pond Tennis Courts

Summary:

Howard Muise, Chairman, Transportation Advisory Committee

ATTACHMENTS:

Type	Description
☐ Reference Material	TAC Response
☐ Reference Material	TAC Response to J. Connelly
☐ Reference Material	Original Request J. Connelly 11.17.14

From: hmuise@verizon.net
To: mkrepelka@town.arlington.ma.us
Cc: msullivan@town.arlington.ma.us, freidy@town.arlington.ma.us
Date: 04/15/2015 10:56 AM
Subject: Spy Pond Tennis Courts Renovation

Marie

Attached is a letter to the Board of Selectmen regarding Joseph Connelly's request for TAC to review the proposed renovations to the Spy Pond Tennis Courts. Also attached is the letter sent to Mr. Connelly with TAC's comments. No action is required by the Board.

Howard Muise, TAC Chair

Attachments:

File: BoS Letter.doc	Size: 142k	Content Type: application/msword
File: Parks and Recreation Letter.doc	Size: 472k	Content Type: application/msword



TRANSPORTATION ADVISORY COMMITTEE

Arlington Planning Department, 730 Mass Ave,
Arlington MA, c/o Laura Wiener

To: Board of Selectmen, Arlington, MA

From: Transportation Advisory Committee (TAC)

Subject: Spy Pond Tennis Courts

Reference: Letter of December 15, 2014 from the Board of Selectmen

Date: April 9, 2015

The Board of Selectmen forwarded a request from Joseph Connelly, Director of Recreation, requesting TAC input on the Spy Pond Tennis Courts Renovation Project. Attached is the letter to Mr. Connelly approved by TAC. A draft version of the TAC's comments was discussed with Jennifer Rothenberg of the Parks and Recreation Commission at TAC's February 2015 meeting. The following summarizes TAC's comments in the letter to Mr. Connelly as modified based on our discussion with Ms. Rothenberg:

- The proposed 36-inch wide sidewalk along the perimeter of the park may not meet Massachusetts Architectural Barriers Board (ABB) requirements, which specify a width of 48 inches (521 CMR 22.2).
- If a sidewalk is not provided along the perimeter of the playing fields, the existing crosswalk is largely ineffective because it provides no landing area adjacent to Spy Pond Field. Because of this and because the crosswalk does not align with the front entrance of the B&G Club or the entrance to the tennis courts (and playing fields), most people do not cross in the crosswalk.
- If the sidewalk is not installed at this time, a short section of sidewalk could be provided between the new tennis court entrance and the existing crosswalk to encourage greater use of the crosswalk.
- With or without the provision of a new sidewalk, a speed table could provide improved traffic calming and a more effective location for pedestrians to cross. The raised table could extend from the front entrance of the B&G Club to the existing crosswalk. A speed table could interfere with existing drainage and reconstruction of the drainage system could have a significant impact on cost.
- In the long-term, the Town and B&G Club might wish to consider the possible conversion of Wellington Street between the club and the field to a woonerf (see detailed description in next section). A woonerf would be the extension of the speed table described above to the full length of the street between the club and fields. There would be no curbing and the roadway would be at the same level as the existing sidewalk. The surface would be different from the asphalt normally

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise,
Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site: www.arlingtonma.gov/tac

used in roadways to signal to drivers that the area is a mixed use space shared by pedestrians, traffic, and parked vehicles.

- The provision of a handicapped parking space next to the entrance to the tennis courts and fields would improve accessibility to both.
- The entrance to the path into the park at the corner of Wellington Street and Pond Lane should be redesigned (perhaps with curbing) to prevent cars from parking in the area and blocking the entrance to the walkway.

Respectfully submitted,

Howard Muise – Working Group Lead and TAC Chair

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise,
Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site; www.arlingtonma.gov/tac



TRANSPORTATION ADVISORY COMMITTEE

Arlington Planning Department, 730 Mass Ave,
Arlington MA, c/o Laura Wiener

To: Joseph Connelly, Director of Recreation, Arlington, MA
From: Transportation Advisory Committee (TAC)
Subject: Comments on Spy Pond Tennis Courts Renovation Project
Reference: Letter of November 17, 2014 as forwarded from the Board of Selectmen on December 15, 2014
Date: April 9, 2015

On December 15, 2014, the Board of Selectmen forwarded your request of November 17, 2014 for TAC to provide input on the proposed renovation plan for the Spy Pond Tennis Courts (see attached aerial for existing conditions). In addition, you requested suggestions to promote traffic calming and improving sight lines on Wellington Street in front of the B&G Club. Based on the plans provided with your request and the Institute for Human Centered Design's (IHCD) assessment of the Spy Pond Field area, The TAC provides the following comments:

- The proposed 36-inch wide sidewalk along the perimeter of the park may not meet Americans with Disabilities Act (ADA) requirements. According to the regulations of the Massachusetts Architectural Barriers Board (ABB), the "Width of walkways shall be not be less than 48 inches..., excluding curb stones. An unobstructed path of travel of not less than 36 inches ... shall be provided." (521 CMR 22.2).
- If a sidewalk is not provided along the perimeter of the playing fields, the existing crosswalk is largely ineffective because it provides no landing area adjacent to Spy Pond Field. Because of this and because the crosswalk does not align with the front entrance of the B&G Club or the entrance to the tennis courts (and playing fields), most people do not cross in the crosswalk.
- If the sidewalk is not installed at this time, a short section of sidewalk could be provided between the new tennis court entrance and the existing crosswalk to encourage greater use of the crosswalk.
- With or without the provision of a new sidewalk, a speed table could provide improved traffic calming and a more effective location for pedestrians to cross. The table could extend from the front entrance of the B&G Club to the existing crosswalk. It would provide improved handicap access to the club as well as to the entrance to the courts and fields. The impact on drainage would need to be assessed by the Department of Public Works. A speed table could interfere with

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise,
Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site; www.arlingtonma.gov/tac

existing drainage and reconstruction of the drainage system could have a significant impact on cost.

- In the long-term, the Town and B&G Club might wish to consider the possible conversion of Wellington Street between the club and the field to a woonerf (see attached detailed description). A woonerf would be the extension of the speed table described above to the full length of the street between the club and fields. There would be no curbing and the roadway would be at the same level as the existing sidewalk. The surface would be different from the asphalt normally used in roadways to signal to drivers that the area is a mixed use space shared by pedestrians, traffic, and parked vehicles.
- The provision of a handicapped parking space next to the entrance to the tennis courts and fields would improve accessibility to both.
- The entrance to the path into the park at the corner of Wellington Street and Pond Lane should be redesigned (perhaps with curbing) to prevent cars from parking in the area and blocking the entrance to the walkway.

Respectfully submitted,

Howard Muise – Working Group Lead and TAC Chair

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise, Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

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POTENTIAL WOONERF APPLICATION AT SPY POND PARK AND BOYS AND GIRLS CLUB

The concept of the woonerf was developed in the late 1960's in the Netherlands, and refers to a "shared space" in which the living environment predominates rather than vehicle infrastructure. Through physical alterations to the street, the woonerf provides space for cars while fully accommodating the needs of pedestrians and bicycle users. The main goal of a woonerf is to transform small, often residential streets into fully shared streets that are designed for people, not just for traffic.¹

In a woonerf, the street is shared among pedestrians, bicyclists, and motor vehicles; however, pedestrians have priority over cars. The street is designed without a clear division between pedestrian and auto space (i.e.: no continuous curb), so motorists are forced to slow down and travel with caution. Limited vehicular speed not only improves pedestrians' feeling of safety, but also promotes greater use of the public space: a woonerf transforms the street into a livable and attractive environment for a variety of activities.

Wellington Street along the south end of Spy Pond Field continuing as Pond Lane to the Spy Pond parking lot could be a good candidate for treatment as a woonerf for a number of reasons. It is a narrow street in a public and residential area that sees high pedestrian traffic generated by Spy Pond Field, The Arlington Boys and Girls Club, and the nearby Spy Pond playground and boat launch. Most of the street section does not have sidewalks, so pedestrians already travel in the street, and the narrow street width and curves forces cars to travel slowly. There is also a clear entrance and exit to the section demarcated by sharp curve at the southwest corner of Spy Pond Field and the tunnel under the Minuteman Bikeway at the end of the Spy Pond parking lot. The primary drawback to installing a woonerf at this site is the high cut-through traffic volume at rush hour between Pleasant Street and Mass Ave. However, it may be desirable to reduce such cut-through traffic to improve safety conditions regardless of the treatment of the street section.

Installing a woonerf at this location would include a number of design elements:

1. Creation of a clear entrance/exit using gateway features such as trees and planters, curb extensions to narrow the roadway, and a ramp up to the shared surface. The street surface itself might be different than the surrounding roadway through use of textured materials or pavers. Any of these approaches should be accompanied by signage indicating woonerf status.

¹ This discussion is drawn largely from Collarte, Natalia (2012). *The Woonerf Concept: Rethinking a Residential Street in Somerville*, Tufts University, Urban and Environmental Policy and Planning. Available [online] at: http://nacto.org/docs/usdg/woonerf_concept_collarte.pdf

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise, Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site; www.arlingtonma.gov/tac

2. Elimination of the continuous curb. The roadway would be raised to the current sidewalk level to indicate the shared space. Shared surfacing encourages drivers to travel more slowly since there is no clear definition of the travel lane. By eliminating the continuous curb, pedestrians can move freely across the entire space.
3. Use of traffic calming measures such as existing curves, speed bumps and cushions, narrow travel lanes, street trees, bollards, and furniture. These measures should be located less than 160 feet apart so there is no length that would allow drivers to gain excess speed.
4. Provide on-street parking that is intermittent so that the car is not the predominant element in the street. Areas in which parking is permitted should be indicated by physical elements such as bollards and/or different pavement material. Parking arrangements should also be used as a mechanism to calm traffic.
5. Incorporate outdoor furnishings and landscaping to make the street look more attractive as well as calm traffic. Seating areas should be protected from cars, using bollards or other physical barriers.

Woonerfs have been successfully applied in both residential and commercial areas, such as Winthrop and Palmer Streets in Cambridge's Harvard Square. Depending on the scope of the project, installation of the woonerf can cost from hundreds of thousands to upwards of one million dollars. Since the woonerf implementation costs are significant, it is important to first understand what the woonerf means and how its application would fit into the specific site under consideration. It is also important to consider that this is a European model, which might not work as well in American culture. Therefore, woonerf simulation through paint and temporary physical measures as well as a robust community engagement process is important to the successful implementation of such a project.

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise, Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site; www.arlingtonma.gov/tac

Figure 1 woonerf design principles:



In the case of Spy Pond Park, there are many elements of the site that would be conducive to woonerf application, though cut-through traffic would have to be addressed in the project planning process. Given the timing of Spy Pond Tennis Court renovation project and significant cost of installing a woonerf, such an approach is beyond the scope of the current project.

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muise, Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site; www.arlingtonma.gov/tac

TOWN OF ARLINGTON

Joseph Connelly
Director of Recreation



PARK COMMISSIONERS
Leslie Mayer, Chairperson
Jen Rothenberg, Vice Chair
Shirley Canniff
Donald Vitters
Jim Robillard
Elena Bartholomew, Associate
Peter Hedlund, Associate

Recreation Department

To: Board of Selectmen
From: Joseph Connelly, Director of Recreation
Park and Recreation Commission
Date: November 17, 2104
Subject: Spy Pond Tennis Courts Renovation and Request for TAC Input

The Arlington Park and Recreation Commission is currently in the design phase of the Spy Pond Tennis Courts renovation project. As you can see from the attached plans for the facility, the scope of the project is to renovate the existing tennis courts, which are located at the corner of Wellington St. and Pond Lane. There are two main concerns the Commission has that are outside of the scope of work and the Commission's property jurisdiction. We would like to request the assistance of the Transportation Advisory Committee and DPW in addressing these concerns.

The first concern regards site access. Recently, the Institute for Human Centered Design (IHCD) completed a town-wide ADA self assessment of Arlington's recreational properties. This study documented ADA noncompliance issues that exist at these public facilities. Attached is the portion of the study report pertaining to Spy Pond Field and Tennis Courts. It includes recommendations for bringing the site into compliance. At a minimum, it is recommended that:

- A) The curb ramps on the Arlington Boys and Girls Club side of the crosswalk should be reconstructed and reciprocal curb ramps on the Spy Pond Field side should be added.
- B) A 36" wide sidewalk should be constructed along the perimeter of Spy Pond Field from the intersection of Pond Lane and Wellington Street to the south tennis court entrance gate near the crosswalk.
- C) To prevent obstruction from cars, parking restriction signage should be added near the southwest facility gate and crosswalk.
- D) A handicapped accessible on-street parking space should be added.

There are additional noncompliance issues that exist within the field and courts. These are being addressed through the Park and Recreation Commission's capital project, as part of the scope of work and budget for the tennis courts renovation.

The Commission's second concern regards the overall safety of the area. In front of the Spy Pond Tennis Courts and Arlington Boys and Girls Club from Wellington Street to Pond Lane, the current traffic flow, parking situation and number of pedestrians, including many children, is felt to be a hazardous situation. Any changes to promote traffic calming and improve sight lines in the area would be appreciated.

The Park and Recreation Commission respectfully requests that the Transportation Advisory Committee review these concerns and provide feedback and any recommendations for potential improvements in these areas that are outside the scope of the tennis courts project. It is expected that the tennis courts improvement project will be bid this winter with construction beginning in the spring of 2015. Thank you for your assistance and attention to this.



Image U.S. Geological Survey

Leonard
Design
Associates
Site Planning/Architecture
95 Ronald Ave.
Arlington, MA 02474
(781) 841-5750

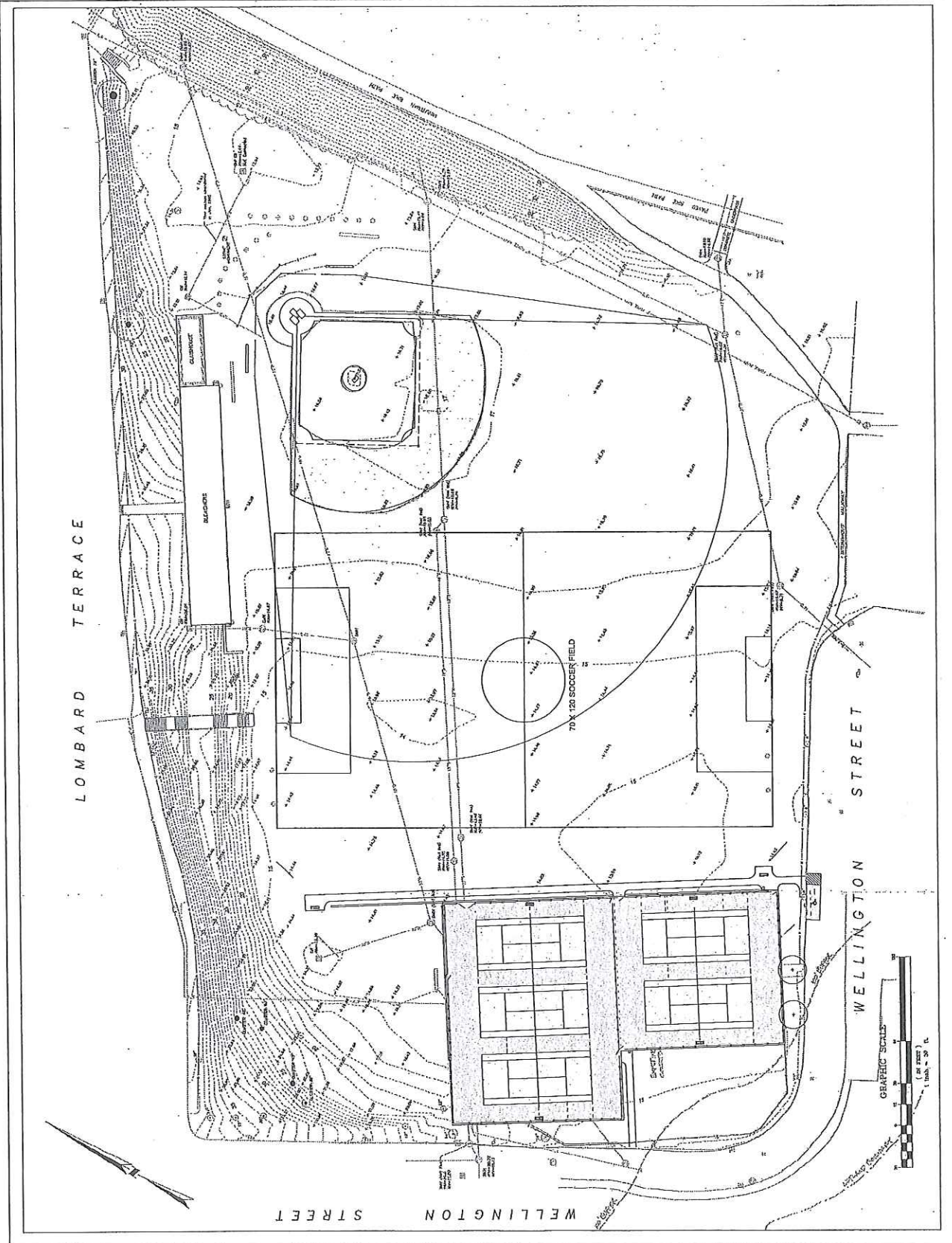
GSA
Civil Engineers
Gala Simon
Associates Inc.
310 Lowell Street, Suite 10
Arlington, MA 02474
(781) 841-5750

No.	Date	Description
1.		INITIALS
2.		PUBLIC USES
3.		CONTRACTS
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SPY POND PARK
TENNIS COURTS
Arlington, Massachusetts
Arlington Public and Recreation Commission
Arlington, Massachusetts 02474
(781) 841-5422

5 COURTS
3 OVER 2

DATE	DATE	DATE
11/13/2014	11/13/2014	11/13/2014
ADL	ADL	ADL
ADL	ADL	ADL



Leonard Design Associates

Site Planning/
Landscape Architecture

80 Ronald Road
Arlington, MA 02474
(781) 641-0750



Civil Engineers

Gala Simon
Associates Inc.
380 Union Street
Arlington, MA 02474
(781) 641-0750

SPY POND PARK
TENNIS COURTS
Arlington, Massachusetts
Arlington Parks and Recreation Commission
Arlington, Massachusetts 02474
(781) 641-5492

LAYOUT & MATERIALS PLAN

FOR NO. 1015	1414	DATE	8/10/2015
FILED	CHANGED	SCALE	1" = 20'
DATE	1414	ADL	
DATE	1414	ADL	

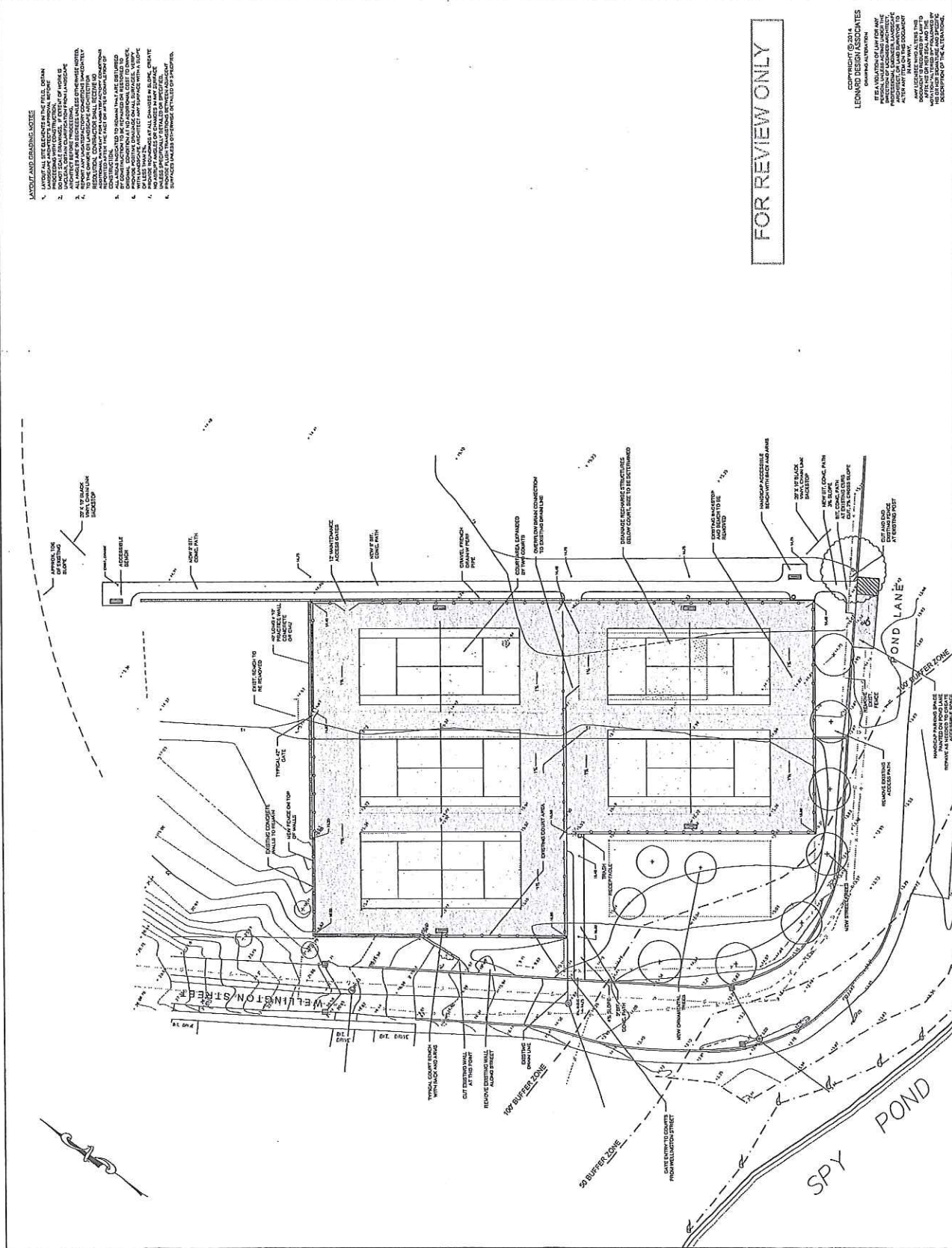
L.2

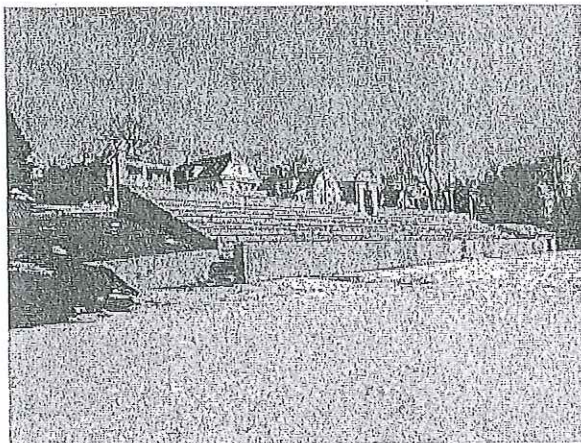
LAYOUT AND DRAINAGE NOTES

1. LAYOUT ALL ELEMENTS IN THE FIELD, EXCEPT FOR THE TYPICAL LAYOUT, BEFORE CONSTRUCTION.
2. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ENGINEER BEFORE CONSTRUCTION.
3. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ENGINEER BEFORE CONSTRUCTION.
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9. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ENGINEER BEFORE CONSTRUCTION.
10. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ENGINEER BEFORE CONSTRUCTION.

FOR REVIEW ONLY

LEONARD DESIGN ASSOCIATES
80 RONALD ROAD
ARLINGTON, MA 02474
(781) 641-0750





Spy Pond Field & Tennis Courts

Spy Pond Field & Tennis Courts is a lovely large facility conveniently located opposite the recently renovated Boys and Girls Club and within walking to Massachusetts Avenue, 2 public transit stops and the Spy Pond Park, shoreline paths and Playground.

The beautiful *Play Fair* arch and the Hornblower Field are included as notable civic and open space landmarks by the Massachusetts Department of Conservation and Recreation and the Freedom's Way Heritage Association.

Required Capital Project renovations include the need for at least 1 accessible walkway around entire interior perimeter of facility, which connects the programs offered at Hornblower Field, public tennis courts, softball field, dog walking circulation path, and links to the Shared-Use Trail.

A high priority programmatic renovation is to construct an accessible spectator seating area and ensure that the clubhouse is accessible in order to provide inclusive spectator and team sports participation.

Location:

66 Pond Lane, adjacent to Boy's and Girl's Club

Year Built:

Early 20th c. (Play Fair Arch donated 1912)

Known Renovations since 1991:

Unknown

Primary Function Areas Surveyed:

- Play Fair Arch Grandstand + Hornblower Field
- 1 large open field used for soccer,
- 4 tennis courts, 2 points of entry
- Dog Walk Path
- Interior Walkway linking w/ Minuteman Commuter Bikeway
- 3 staircase points of entry
- On-street parking.

Public Programs:

Open 5 a.m. to 9 p.m.

- Available for playing field permits
- Home of Arlington High Schools' varsity baseball team
- Spy Ponder Baseball Clinic

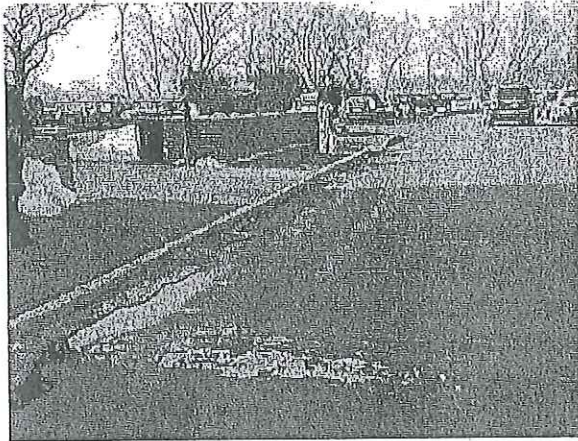


Photo 1

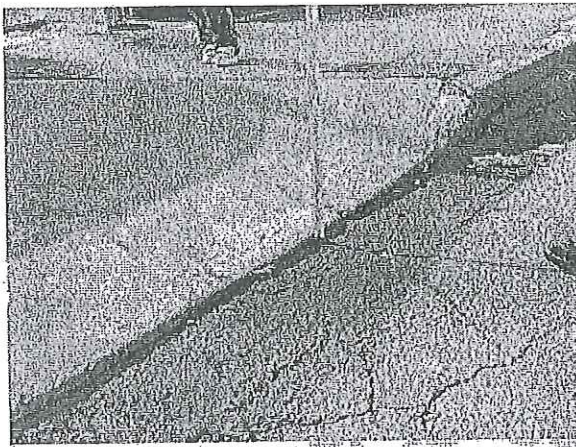


Photo 2



Photo 3

Issues

Approach & Entrance

Pedestrian Crosswalk Area

A crosswalk and new curb ramp is located in front of the Boys & Girls Club and opposite the South Tennis Courts/Field gate. Crosswalk lacks reciprocal curb ramp curb on facility side. Curb ramp has multiple noncomplying features. (Photo 1)

There are no crosswalks around perimeter of facility at intersections of Lombard Terrace/Wellington St; or, at Pond Lane turn at southeast gate to fields.

The crosswalk at Whittemore St. @ Mass. Ave. is old brick infrastructure with multiple tripping hazards. The Whittemore St. connection onto the fields is not at grade.

Curb Ramps

The new curb ramp on the Boys & Girls club crosswalk side opposite facility has multiple noncomplying issues, including excessive cross and run slopes, no flared sides for sidewalk passage, excessive level changes at the gutter-to-street transition. There is no reciprocal curb ramp provided at this crosswalk. (Photo 2)

Sidewalks

Northwest, northeast and west facility entry points are along incompletely constructed sidewalks at Lombard Terrace and Wellington St..

South and southeast facility entry points are not located along any accessible routes, and sidewalks are incomplete or missing. (Photo 3)



Photo 4

On-street Parking

On-street parking is provided along south and west perimeter of facility. No accessible parking spaces are provided and there are no accessible crossings between parking and facility. (Photo 4)

Public Transit Access

There is no accessible route provided from the two nearby fixed bus routes to an accessible facility entry point.

The stops are at Massachusetts Ave near Pond Lane and Massachusetts Ave near Whittemore St. and serve 3 public transit routes (77, 79, 350).

A pedestrian connection from the end of Whittemore Street via the tunnel/walkway onto the facility southeast paved field walkway includes 4 stone-slab stairs with approximately 7-inch risers but no accessible or ramped route. (Photo 5)

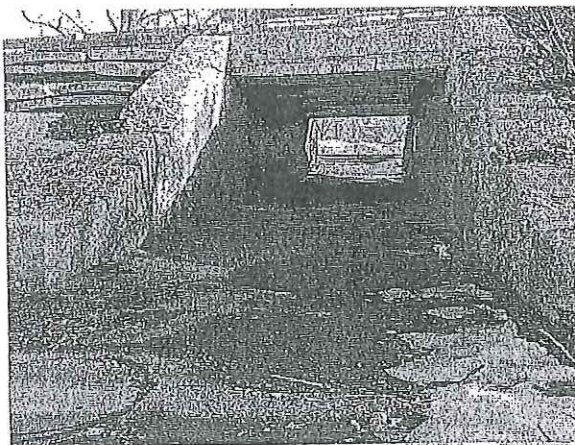


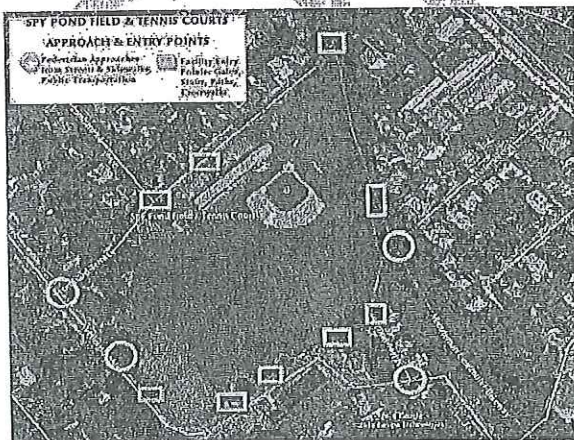
Photo 5

Points of Entry

There are 9 public entry points around the facility perimeter marked by stairs, gates and fence openings. None are currently accessible. (Graphic 1)

At least 60% of entrances need to adjoin an accessible route (public rights of ways) and provide accessible elements such as accessible gates, ramp entrances, widths, slopes, maneuvering clearance, hardware height and ground surfaces.

Public rights of ways around this facility include two Minuteman bikeway links, two public transit stops, Lombard Road, Lombard Terrace, Wellington Street, Pond Lane, Pond Terrace, and Whittemore St.



Graphic 1



Photo 6

Entry Points, cont.

NW, North, NE: Three entry points along Lombard Terrace include 2 staircases from streets to field and one entry at the Play Fair Arch and down the Grandstand to Hornblower fields. The NE Stairs also connect users to the nearby Shared-Use Bikeway Trail. (Photo 6)

W: Gated entrance to northwest Tennis Courts does not connect to any accessible route, or sidewalk (Photo 7)

SW: Paved entryway at south gate to Tennis Courts and Fields is in a state of disrepair and does not include accessible slopes or ground surface via sidewalk on either side and is not an accessible entrance. This is the main facility entry point, and includes the Tennis Court Rules Signage. A (Photo 8)

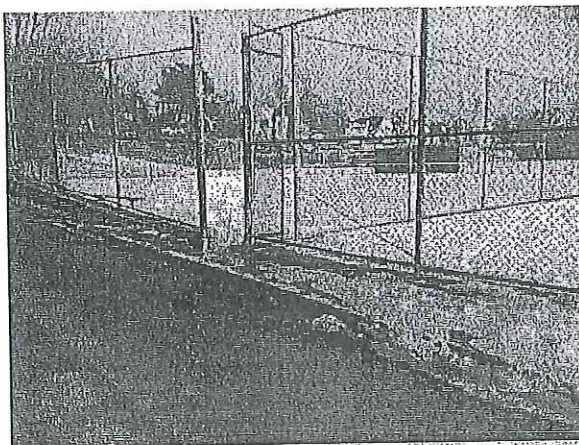


Photo 7

SE: On SE of facility, there are three entry points:

1. Fence opening onto an interior walkway, with Dog Walk Rules sign. (Photo 9)
2. From the end of Whittimore Street via the tunnel/walkway onto the facility southeast paved field walkway. (Photo 5)
3. Pathway from the Shared-use Minuteman Bikeway trail above field, which connects onto facility SE field walkway. (Photo 10)



Photo 8

Gates

Two public gated entry points from public streets to facility are not along an accessible route and do not provide smooth, firm, level and slip-free ground surfaces. West Tennis Court gate does not open to at least 32 inches. Pond Lane gate approach is obstructed by on-street parking, lack of sidewalk route, and a paved entryway that is in disrepair with excessive cross slopes and tripping hazards. Gates require smooth surface or kickplate on push side. (Photo 8)

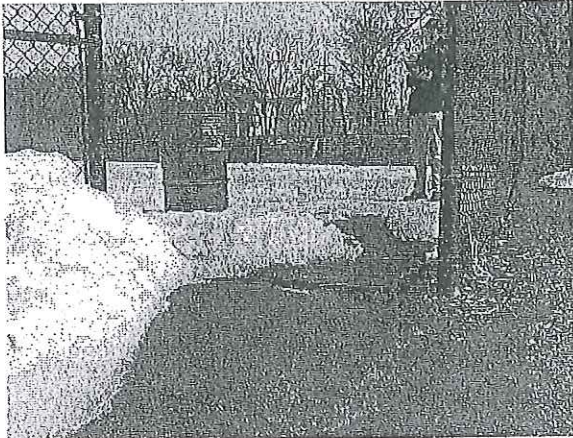


Photo 9

Access to Facility Areas

Circulation

At least 1 accessible route is not provided to connect all accessible facilities, spaces and elements within the facility.

Interior Walkways

There is a paved walkway extending from two gate openings on Pond Lane and Pond Terrace that connects south field to the shared-use pathway. (Photo 9)

This path can be improved and extended to provide the necessary level-graded accessible path linking all facility areas- including both court areas, all perimeters of field playing areas, the clubhouse, grandstand and team bench areas, plus all accessible points of entry-, along at least one accessible route within perimeter of facility. (Photo 10)



Photo 10

Stairways

The historic concrete structures at Hornblower field (Play Fair Arch and Grandstand bleachers) are accessed by stairways along both ends and through the middle. Stair concrete is spalling and stairs require careful repairs to be made safe and retain historic character. When Grandstand is repaired, it may be possible to add continuous handrails going up to Lombard St. at one or two one staircases along grandstand. (Photo 11)

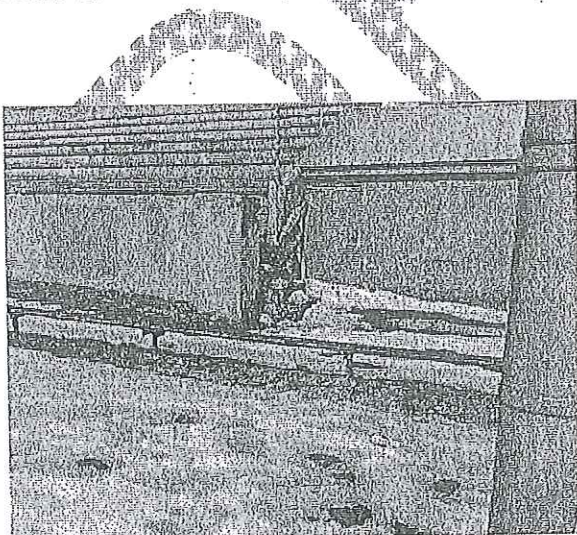


Photo 11

A long-range recommendation is for the 4-stair entry at the Whittemore St. underpass to be replaced with a ramped accessible entrance onto facility SE field. (See Photo 5, above)



Photo 12

Courts

Four Tennis courts are not along an accessible route from either the exterior public rights of ways or from the interior walkways and field areas adjacent to gates. Benches are provided at each court area and are not located along an accessible route, (Photo 12).

Fields

Fields need to be connected along an interior accessible pathway that connects the perimeter of soccer and baseball fields playing areas, team seating areas, and the clubhouse. This accessible route also needs to connect to at least one accessible entry into Tennis Courts from fields. (Photo 13)

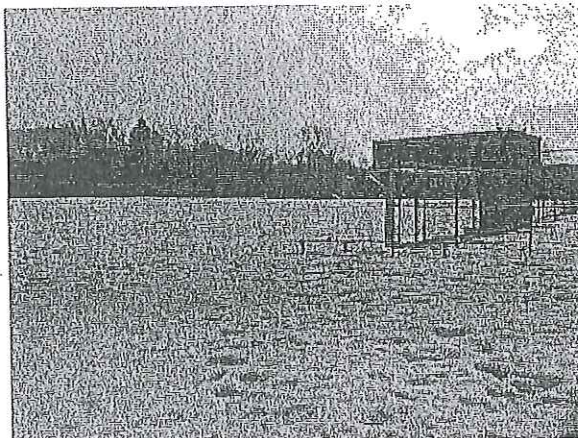


Photo 13

Spectator Grandstand

The historic Play Fair Arch and grandstand spectator seating at the Hornblower baseball field has 10 tiers and 3 stair entry points at top (Lombard Terrace) and at bottom (field), providing seating for at least 2000 persons. This seating area is inaccessible because there are no ramped entry points to any tiers or sections at either top or bottom. (Photo 1)

A minimum % integrated wheelchair seating spaces locations needs to be provided plus adjacent companion seating. Seating should be dispersed to provide a variety of views, as is provided to the general public.

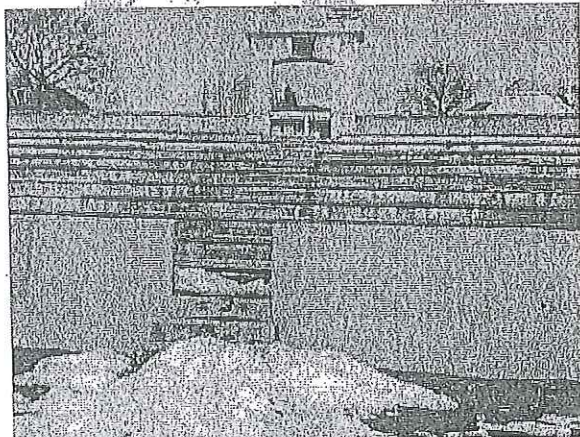


Photo 14

Team Seating

There needs to be an accessible route connected to the Team seating locations, and all Team meeting locations. Each team seating locations needs to provide a clear ground space for accessible integrated wheelchair seating. (Photo 11, above)

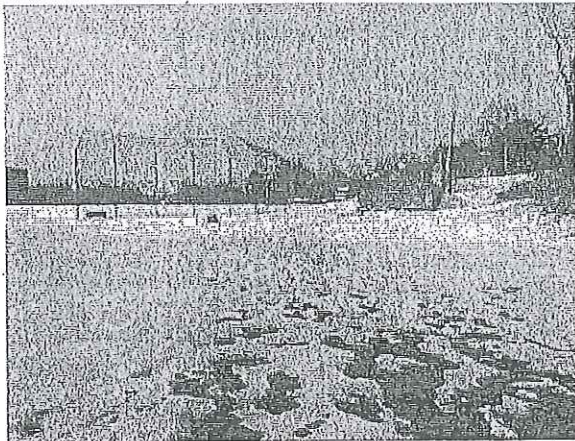


Photo 15

Clubhouse

There is a Clubhouse facility located near backstop at Hornblower Field. Interior of seasonal clubhouse was locked during ADA Survey. Clubhouse is not along at least one accessible route. (Photo 15)

All spaces, elements and amenities within clubhouse, including equipment storage, clothing hooks, drinking fountains, counters, shelves, etc. that are utilized by team members must be along an accessible route, placed within accessible reach ranges via parallel or forward approaches, inclusive of wheelchair seating locations if other seating elements are built-in; and include at least one turning space with at least a 60 inch diameter to allow for unrestricted circulation into and out of clubhouse.

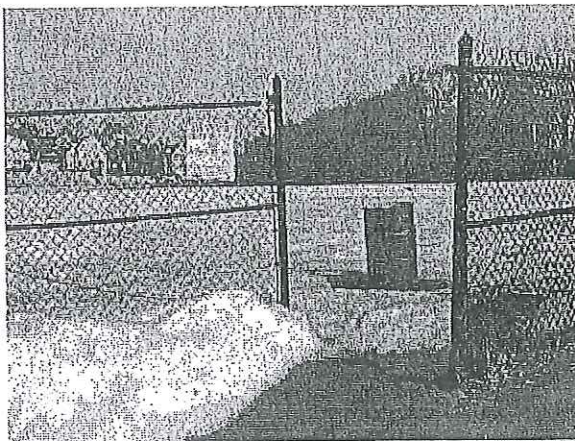


Photo 16

Access to Elements

Benches

Team seating and waiting benches are located within Tennis Court areas and at Hornblower Field home and away team locations. Benches are not located along an accessible route. Benches do not include backrests or arm rests.



Photo 17

Informational Signage

Dog Walking information signage is posted at the Fence Opening entry point near Pond Terrace. (Photo 16)

Tennis Court Rules signage is posted at the South Tennis Court Gates. (Photo 17)

Information signs are not currently mounted along an unobstructed accessible route. Facility Rules signage also needs to provide contact information regarding how to obtain alternate accessible formats, upon request, of rules and facility informational signage.

Recommendations

Recommendations, Capital Projects

Approach and Entrance

Pedestrian Crosswalks, Sidewalks and Curb Ramps

1. Accessible route from south: Reconstruct crosswalks, sidewalks and curb ramps from Mass. Ave @ Franklin public transit stops to Pond Lane Facility entrance at south Tennis Courts, opposite Boys and Girls Club.

Note: This TIP will also provide necessary pedestrian accessible route to the Spy Pond Park North beach facility.

2. Accessible route from west- public transit and Bikeway link: Construct an accessible route along at least one sidewalk, from Massachusetts Avenue at Whittemore Street to underpass at Whittemore Street, and continue to links with SE field paved walkway.

3. Construct accessible route from north- public transit and on-street parking.

4. Construct accessible route from Pleasant Street @ Addison St. to Lombard and down Wellington St. to intersection of Wellington and Pond Lane.

For additional information, please refer to 2010 ADA Standards for Accessible Design: Accessible Routes for Accessible Routes and Curb Ramps; and, Scoping Requirements for Accessible Routes, Site Arrival Points

Grandstand

Construct an additional accessible spectator seating area to the right of the grandstand. There should be at least 20 wheelchair spaces dispersed in this area; each with a companion seat adjacent on either side; and along an accessible route connected to other facility spaces and elements.

Note: Provision of accessible, integrated seating and accessible route connections along clubhouse, on-deck circles, catcher/umpire stand, and home plate is a high priority program accessibility item.

Recommendations, Without Much Difficulty or Expense

Approach and Entrance

Curb Ramps and Sidewalk

Boys and Girls Club crosswalk: Reconstruct noncomplying curb ramp on Boys and Girls side of crosswalk and add reciprocal curb ramp facility side of crosswalk. Add sidewalk at least 36 inches wide along perimeter of facility from intersection of Pond Lane and Wellington St. to South Tennis Entrance gate near crosswalk.

For additional information, please refer to 2010 ADA Standards for Accessible Design: Accessible Routes for Accessible Routes and Curb Ramps; and, Scoping Requirements for Accessible Routes, Site Arrival Points.

Parking

Add parking restriction signage near SW facility gate and crosswalk to prevent cars from obstructing south entrance.

Maintenance: Snow Removal Policy should prioritize maintenance of clear paths between parking lot entry/exit points to municipal facility entry/exit points.

Points of Entry, Signage

NW, North, NE: Install directional signage at Lombard Terrace staircase entry points to Hornblower Field and also at Play Fair arch informing users where a no-step entrance is located (SW Main entrance).

For additional information, please refer to 2010 ADA Standards for Accessible Design: Scoping requirements for Signs, Directional and Informational Signs.

Points of Entry, Signage, Gates

West Tennis Court gate: Pave and widen entry gate to open 90 degrees to at least 32 in. width entry, and add an interior walkway of at least 48 inches width leading to and adjoining bench and courts at Wellington St. tennis courts.

For additional information, please refer to 2010 ADA Standards for Accessible Design: Accessible Routes for Accessible Routes and Swinging Doors and Gates and Door and Gate Opening Force and Door and gate Surfaces

Points of Entry, Accessible Route

SW Tennis Courts Entry: Reconstruct paved entryway to Tennis Courts and install route to field playing areas. Entranceway panels should connect with accessible sidewalk and curb cut from crosswalk; and, extend full width of entry onto field.

For additional information, please refer to 2010 ADA Standards for Accessible Design: Accessible Routes for Accessible Routes; and Building Blocks for Floor or Ground Surfaces; and, Scoping Requirements for Accessible Routes, Within a Site

SE: see walkways, signage.

Gates

After sidewalk accessible route installed, ensure that all Tennis Court gates on field and sidewalks open to at least 32 inches along smooth, level slip-free ground surface.

Install smooth surface or kickplate hardware on W and S gates.

For additional information, please refer to 2010 ADA Standards for Accessible Design: Accessible Routes for Accessible Routes and Swinging Doors and Gates and Door and Gate Opening Force and Door and gate Surfaces

Access to Facility Areas

Interior Walkways

1. Widen SE paved walkway where necessary to provide consistent smooth width of at least 32 in. from fence openings at Pond Lane and Pond Terrace through to connection above field, at Shared-use Bikeway trail. At Pond Lane, adjoin path to street with attention to leveling at transition line.

Maintenance: Attend to SE walkway cracking, level changes, and smoothness issues.

2. When Capital Improvements take place: Install paved walkway connecting to SE paved walkway that connects to at least 60% of site

arrival points; and provides at least one accessible route connection to:
both Tennis court entrances from field gates and sidewalk;
point of entry to south field and team meeting area;
field playing area of Hornblower Field;
both team seating areas at Hornblower Field;
Clubhouse at Hornblower Field;
Spectator seating at Hornblower field;
around the entire perimeter of the field; and connect with all accessible entry points.
Walkway should adjoin accessible seating at grandstand, team clubhouse, field and court benches, field markers, paved entry points, Pond Lane crosswalk and curb cuts, and at least one accessible parallel on-street parking space.

Signage

Provide directional signage at all inaccessible points of entry informing users of nearest accessible entrance.

Mount all informational and directional signage so that it can be approached and viewed from at least 5 feet forward approach along an accessible route.

Include Staff contact information and online information website to access information and Rules signage in alternate accessible formats, such as digitally (online) in .txt or .brf (Braille-ready format), and also in print as Large Print and Brailled information. These resources should be readily available online and upon request.

For additional information, please refer to ADA Title II Requirements for Effective Communications, 28 CFR 35.160-35.164 and, 2010 Standards: Scoping Requirements for Signs

Access to Amenities

Trash Receptacles

Ensure that all Trash Receptacles adjoin accessible walkway route, including at Dog Walking paths.

For additional information, please refer to 2010 ADA Standards for Accessible Design: Accessible Routes for Accessible Routes and Curb Ramps; and, Scoping Requirements for Accessible Routes, Site Arrival Points Within a Site



Town of Arlington, Massachusetts

Safety on Massachusetts Avenue

Summary:

Bob Linton, 19 Churchill Avenue - Be Rec'd

ATTACHMENTS:

Type	Description
 Reference Material	Linton Letter, Meeting Notice

Common Sense to Mass Ave Safty
to the Board of ~~Selection~~ ^{Women}

1. Police enforcement
2. Max. speed 25 mph.
3. No parking close to corners
4. No parking before no parking
here to corner signs.
5. No parking close to pedestrian
crossings

6. Enforce the 2 hour parking signs

7. Enforce the lights on Mass. Ave
& Pleasant St.

8. No cutting thru the Cambridge
Savings Bank ^{lot} from Pleasant St
to Mass. Ave.

9. Enforce the sign out of the
Library Parking Lot that says
right turn only.

10. Is the Police too busy to save lives?

Bob Linton 19 Churchill Ave Arlington
781-6466367

13. Testing and driving?

11. No street cleaning signs.

12. People love to cross Mass Ave. without using pedestrian crossings.
Where is this enforcement?

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

April 23, 2015

Bob Linton
19 Churchill Avenue
Arlington, MA 02476

Dear Mr. Linton:

We are in receipt of your correspondence of April 22nd in which you discuss safety on Massachusetts Avenue.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the April 27th Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to attend the meeting, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator



Town of Arlington, Massachusetts

Stratton School Relocation Plan

Summary:

Neva Corbo-Hudak, 100 Overlook Road - Be Rec'd

ATTACHMENTS:

Type	Description
 Reference Material	Corbo-Hudak E-mail

*Corbo
Sec.
4/27/15*

From: Neva Corbo-Hudak <nevach@gmail.com>
To: smbyrne1987@gmail.com, jcurro@alumni.tufts.edu, dunster@dandunn.org,
Greeleycom@AOL.com, dianemahon@verizon.net, mkrepelka@town.arlington.ma.us
Date: 04/17/2015 09:11 AM
Subject: Stratton Elementary relocation plan

Good morning – My name is Neva Corbo-Hudak and I have lived in Arlington's 19th Precinct for close to seven years. I have a son who is in second grade at Stratton and a daughter who will enter kindergarten there in the fall. I am very concerned about the plan to house Stratton's fourth and fifth grades at the Ottoson middle school campus during the upcoming renovation. A petition signed by 75% of Stratton second-grade parents was presented at the School Committee meeting last week outlining our concerns, a copy of which I have attached to this message. I wanted to alert the Board of Selectmen to this issue, and I have also sent individual messages to the School Committee and Superintendent Bodie.

In her email dated March 26 notifying parents of the relocation plan, Superintendent Bodie stated that the classrooms planned for Ottoson will accommodate the expected increase in middle school enrollment in 2017. The choice to use Ottoson for two elementary school grades is based on future classroom needs rather than on providing a quality educational experience. It is outrageous that the district's logistical concerns are taking precedence over its students.

Housing the Stratton fourth grade at Ottoson is completely inappropriate. Despite words to the contrary, Ottoson is not a comparable site to any of the six other elementary schools in our town. Fourth graders need access to age-appropriate facilities and resources, such as an elementary library, art and music rooms, a playground, and professionals and educators trained in their age group. Classrooms at Ottoson would not fill the social, emotional, or wellness needs of fourth graders and would require nine- and ten-year-olds to spend the majority of their time in one room for an entire school year. They will be deprived of experiencing a school community and isolated from other elementary-aged students and there will be no opportunities to mentor younger students. This is not an acceptable learning environment and is clearly subpar to the experience offered to all other Arlington elementary students.

Our children – who have warmly welcomed other students into our space and community – should not have to sacrifice their education and well-being because of the district's enrollment issues. The location for the Stratton community must be reconsidered with our students as the top priority.

Sincerely,
Neva Corbo-Hudak
100 Overlook Road
[781-648-4890](tel:781-648-4890)

Attachments:

File: Petition - Elementary School Placement Stratton 4th Graders .pdf	Size: 738k	Content Type: application/pdf
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April 9, 2015

Dr. Kathleen Bodie
Superintendent of Schools

William Hayner, Chair
Jeff Thielman, Vice Chair
Kirsi Allison-Ampe, Secretary
Cindy Starks, Member
Judson Pierce, Member
Paul Schlichtman, Member
Jennifer Susse, Member
Arlington School Committee

869 Massachusetts Avenue
Arlington, MA 02476

Re: Elementary School Placement for Stratton Fourth Graders

Dear Superintendent Bodie and the Arlington School Committee:

We are parents of current Stratton second graders. Our children will be fourth graders during the relocation year of 2016-17. We are submitting this petition to you in support of our proposal that the fourth graders be located at an elementary school, rather than at the middle school, during the renovation. This petition is signed by 70 parents, collectively representing the families of 52 of the 71 current Stratton second graders.

If you have any questions, please contact any of the parents whose contact information is listed below. We look forward to working collaboratively with you as the Stratton building project progresses.

Sincerely,

Molly Lyons - molly_lyons22@hotmail.com - (617) 686-3040
Maura McCarthy - mccarthymaura@hotmail.com - (617) 501-0847
Jane Morgan - janepmorgan@gmail.com - (857) 756-7154
Sheila Ranganath - nandidog@gmail.com - (617) 515-5267
Leigh Panettiere - lpanettiere@sandulligrace.com - (617) 877-8067
Julie Vakoc - julie.vakoc@gmail.com - (857) 928-2272

Enclosure

cc: Michael Hanna, Stratton Principal
Megan Caradonna, PTO Co-President
Maryellen McDonnell, PTO Co-President

Elementary School Placement for Stratton Fourth Graders

About this petition

Dear Superintendent Bodie and the Arlington School Committee:

We are parents of current Stratton second graders. Our children will be fourth graders during the relocation year of 2016-17. We are very much looking forward to being a part of the renovated Stratton and being active in maintaining our vibrant school community during the relocation year. We are grateful for the hard work of the committee and the building committee in coming up with the best plan for the Stratton building.

However, we are very concerned with the plan to relocate our fourth grade children to the already over capacity Ottoson Middle School. Specifically, we request that you increase the number of modular classrooms at Bishop School to accommodate three Stratton grades and keep two grades at Hardy School. By increasing the number of modular classrooms at Bishop by two and using their computer lab space for the school year an additional grade can be accommodated.

The benefits of this alternative for the fourth grade students include:

- Greater parity with the relocation experiences of their Stratton counterparts and with other Arlington students who were relocated during rebuilding projects. No other school has been asked to use modular classrooms. No other younger grades or students have been asked to go to a middle school campus.
- Opportunity for outdoor physical activity, including a playstructure appropriate for nine and ten year olds
- Having an elementary school experience, with the look and feel of an elementary school building and age appropriate gym, library, art and music facilities
- Access to elementary school staff (social worker, nurse, principal, secretary) who specialize in their age group
- Connection with an elementary school community and community events
- The ability to enjoy the benefits of a school outside of their modular spaces. The Ottoson capacity issue would dictate that the Stratton students housed there would spend the vast majority of their time (including special classes, lunch time and indoor recess) in their classroom. The Ottoson gyms, cafeteria, art & music room will be at full capacity accommodating the 6th-8th graders. The middle school students will get scheduling priority meaning the younger grades would have compromised

physical education time, especially during the winter months.

- Fourth grade teachers would have planning time in their classroom while students were at recess, lunch and in special classrooms
- Opportunities to mentor in younger grades (book buddies, etc)

In addition to being in the best interest of the fourth graders, this would also improve the situation at Ottoson for the sixth, seventh and eighth graders and the Stratton fifth graders.

Based on the enrollment projections from October 8, 2014 Ottoson will have 1,273 students in 2016-2017. This is an additional 166 students (a 15% increase) from the current school year population. The plan to add another approximately 136 Stratton 4th and 5th graders would bring the number of students sharing the facility to 1,409 a 27% increase from the 2014-2015 school population.

- Ottoson does not have the scheduling resources for another 136 children to have time in the cafeteria, specialist classrooms, gym, etc. By moving the fourth grade this would cut the burden in half. For example, at projected enrollment there will be twelve clusters rotating into the two gyms, with 7 periods per day that leaves them available for Stratton students for only one period per day.

- Ottoson would still have six modular classrooms, only three of which would be needed for Stratton's fifth grade. Three classrooms would be available to the already over-crowded Ottoson in fall 2016 or to give the 5th grade the additional space they will need for lunch, art, music.

- The already inevitable 15% enrollment jump will worsen an already poor traffic situation on Acton Street and other streets that surround the school. Cutting the number of additional Stratton students and the respective busses in half will reduce the traffic impact to the neighbors, nearby businesses, parents, and faculty. More importantly, it will reduce the dangers of this congestion to the hundreds of middle school walkers in the area each morning and afternoon.

We recognize that there are financial considerations when making a request of this nature. In the Stratton Final Feasibility Report (page 25) the line item for modular classrooms is \$400,000. This represents 18 modular units at an average cost of ~ \$22,000 per unit. Given that the Bishop and Hardy modulares are designed to be temporary they are likely lower cost compared to the Ottoson modulares. This means that, at most, adding two modulares to Bishop School would represent around \$40,000 or less than 0.4% of the total rebuilding budget of \$10.3 million. Given the considerations listed above we think this is well worth the increase in cost in a project of this scope and this impact on Stratton students, especially the fourth grade.

Signatures

1. Name: Julie Vakoc on 2015-04-07 01:55:00
Comments:

2. Name: Leigh Panettiere on 2015-04-07 02:00:05
Comments: I agree strongly with everything written in this letter. The 4th grade students must remain at an elementary school in order to receive a quality education. I urge you to place them there and not at the middle school.

3. Name: Molly Lyons on 2015-04-07 02:03:22
Comments:

4. Name: Jane Morgan on 2015-04-07 02:15:35
Comments:

5. Name: Lauren C Gore on 2015-04-07 02:31:51
Comments: Laurencgore@gmail.com

6. Name: Sarah Aloisi on 2015-04-07 09:07:14
Comments:

7. Name: Sheila Ranganath on 2015-04-07 09:59:28
Comments:

8. Name: Cheryl Smith on 2015-04-07 10:32:37
Comments:

9. Name: Maura McCarthy on 2015-04-07 12:01:12
Comments:

10. Name: Shaileen Pokress on 2015-04-07 12:34:36
Comments: Speaking from 11 years as a Stratton parent, I urge the school committee to consider the accommodations offered to other schools during their rebuilds, which often caused a less than optimal situation at the Stratton. We have happily shared our space when asked. Our children deserve the same consideration. Being asked to use a school building that is designed for older children is not on par with the experience other schools' students have had when they've been relocated.

11. Name: Shveta Mehra on 2015-04-07 12:43:52
Comments:

12. Name: Maria Santoli on 2015-04-07 12:49:44
Comments:

13. Name: Neva Corbo-Hudak on 2015-04-07 12:56:53
Comments:

14. Name: Thaddeus Carlson on 2015-04-07 13:02:38
Comments:

15. Name: Smita oke on 2015-04-07 13:14:52
Comments:

16. Name: Lisa Citrin on 2015-04-07 13:15:43
Comments:

17. Name: Rebecca Gallagher on 2015-04-07 13:43:38
Comments:

18. Name: Monica DeMasi, MD on 2015-04-07 13:54:00
Comments:

19. Name: Elizabeth Mahoney on 2015-04-07 14:00:52
Comments:

20. Name: Julianna Mendoza on 2015-04-07 14:18:14
Comments:

21. Name: Justin Lodge on 2015-04-07 15:04:56
Comments:

22. Name: Tim McDonnell on 2015-04-07 15:40:07
Comments: tme.mcdonnell@verizon.net

23. Name: Steve Wong on 2015-04-07 15:40:51
Comments:

24. Name: John R McNulty on 2015-04-07 16:13:36
Comments: The current proposal goes beyond being an "inconvenience" to the 4th grade school children. It will be a major impairment to the entire learning environment that inevitably will have negative on their education. Moreover, this will occur right at a time when the students would still be in the process of adjusting to standardized testing. In short, these children will be kept in a cramped overcrowded space, with very limited access to physical activity, surrounded by large numbers of children who are developmentally way ahead of them, all the while being cut off from the full set of resources available to all other elementary school children. Distance can be deceptive

depending on one's perspective; however, I feel this is a rather obvious "short end of the stick" that these future 4th graders will be asked to endure.

25. Name: Joel Minnich on 2015-04-07 16:54:38
Comments:

26. Name: Amy Carlson on 2015-04-07 17:44:06
Comments:

27. Name: Joy Fisher Williams on 2015-04-07 18:24:24
Comments:

28. Name: Brent Williams on 2015-04-07 18:36:57
Comments:

29. Name: Donna Campbell on 2015-04-07 18:54:57
Comments:

30. Name: Chris Mendoza on 2015-04-07 19:45:49
Comments:

31. Name: Carolyn Carlson on 2015-04-07 20:29:23
Comments:

32. Name: Mahenthiran Venugopal on 2015-04-07 20:45:38
Comments:

33. Name: Pia Perrone on 2015-04-07 21:11:31
Comments:

34. Name: Colleen Lombard on 2015-04-07 21:36:44
Comments:

35. Name: Michelle Pasqual on 2015-04-07 23:20:35
Comments:

36. Name: Mark Malloy on 2015-04-08 00:28:45
Comments:

37. Name: Amina Grunko on 2015-04-08 00:51:31
Comments:

38. Name: Mark Lombard on 2015-04-08 00:56:27
Comments:

39. Name: Rachel Ottley on 2015-04-08 01:06:38
Comments:

40. Name: Billy Gore on 2015-04-08 01:22:12
Comments:

41. Name: Susan Angell on 2015-04-08 02:26:30
Comments:

42. Name: Keiko Joly on 2015-04-08 04:10:49
Comments:

43. Name: Demetri Papoulidis on 2015-04-08 04:17:15
Comments: Demetri Papoulidis

44. Name: Edwige Donlan on 2015-04-08 10:47:15
Comments:

45. Name: Mina Papoulidis on 2015-04-08 11:53:02
Comments:

46. Name: John Donlan on 2015-04-08 12:43:44
Comments: I share in these concerns

47. Name: Crista Bode on 2015-04-08 13:39:20
Comments:

48. Name: Santiago Garay on 2015-04-08 13:54:59
Comments:

49. Name: Joan Webber on 2015-04-08 14:05:11
Comments:

50. Name: Antonio P. Carchedi on 2015-04-08 17:06:23
Comments: acarchedi@technip.com

51. Name: Antonio P. Carchedi on 2015-04-08 17:07:12
Comments: When the Thompson school was being renovated the Stratton School accepted Thompson children. Our rooms were full to capacity. The Thompson children

were not turned away. The Thompson children were not relocated to modular classrooms. In fact, the Thompson children were provided a quality education at a quality elementary school.

52. Name: Jim Bode on 2015-04-08 18:55:46
Comments:

53. Name: Laura Schiano on 2015-04-08 19:42:10
Comments:

54. Name: Mike Pasqual on 2015-04-08 20:22:03
Comments:

55. Name: Marion Goodwin on 2015-04-08 21:11:24
Comments:

56. Name: Maryellen McDonnell on 2015-04-08 23:22:59
Comments:

57. Name: Jessica Porter on 2015-04-08 23:42:53
Comments: Parent of two children

58. Name: Jessica Porter on 2015-04-08 23:43:05
Comments: Parent of two children

59. Name: Robert V. Fisher on 2015-04-09 01:39:40
Comments: This is bad plan and must be reconsidered.

60. Name: Olivia Szabo on 2015-04-09 07:48:04
Comments:

61. Name: Robert Kass on 2015-04-09 08:10:29
Comments:

62. Name: Valerie Wey on 2015-04-09 12:24:45
Comments: I think it is inconceivable to stop children from having outdoor recess. Children are already too much confine inside the school. Outdoor activity is an essential part of the normal development and should be aken into consideration as much as the intellectual development.

63. Name: Kwaifan on 2015-04-09 12:27:45
Comments:

64. Name: Dan Fox on 2015-04-09 13:22:27
Comments:

65. Name: Amy Landau on 2015-04-09 13:25:15
Comments: We are parents of one child currently in second grade and one child at Ottoson. I consider the issues raised in this petition to be very important to the well being and successful learning of our child and I hope you give a considered response to this petition.

66. Name: chris a angell on 2015-04-09 13:41:17
Comments:

67. Name: Denise Jones on 2015-04-09 13:43:16
Comments:

68. Name: Kevin Aloisi on 2015-04-09 13:44:22
Comments:

69. Name: Sumeet Mehra on 2015-04-09 15:00:49
Comments:

70. Name: Matthew Landau on 2015-04-09 15:12:02
Comments: I am also very concerned about plans to provide appropriate recess for 4th graders, and about accommodations for students who currently rely on Mrs. Condon's occupational therapy facilities at Stratton. Will Stratton 4th graders lose access to these services if housed at OMS for a year?



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

EXECUTIVE SESSION

Summary:

During Town Meeting which commences April 27, 2015, The Board of Selectmen will be in session from 8:00 p.m. until 11: p.m.



Town of Arlington, Massachusetts

Next Scheduled Meeting of BoS May 11, 2015